

NEW MARK COMMONS HOMES ASSOCIATION

BOARD OF DIRECTORS

Thursday, April 3, 2025

7:00 p.m.

Minutes Taken by Kaitlyn Ambush

Attendees

Board Members: Kathleen Moran, Jim Nations, Alan Tolerton, Amanda Mita, Samuel Scheib, and Emily Ecker

Abaris Community Management: Kaitlyn Ambush, Shireen Ambush

Homeowners: Ron Tipton, Debbie Mesmer, Pat Reber, Rita Molyneaux, Alex Belida, Saven Wilkins, Joe Jordan, Maryanna Kieffer, Cou Koulantry, Chris Hershey

Call to Order of the Board Meeting

Kathleen Moran called the Board Meeting to order at 7:02 pm.

1. Community Forum 1 and Board Response

Alex Belida welcomed the two new members to the Board, and thanked them for volunteering. Alex also commented on the concrete work being done by the City of Rockville, and inquired why the community was not notified about the work.

Joe Jordan reported that there are two low spots on the tennis court that collect water during heavy rains.

Debbie Mesmer thanked the Board and the Landscape Committee for issuing a flyer regarding geese nesting. Debbie also noted a proposal was submitted to the Board, for consideration, to issue a formal response to any comments or statements, submitted to the Board, acknowledging receipt of the statement/comments received.

Jennifer Jackson expressed the danger of mosquito spraying and her strong opposition to the HOA potentially engaging in mosquito treatment. Jennifer offered alternative solutions to the Board for mosquito prevention/ deterrence.

Maryanna Kieffer and Saven Wilkins echoed Jennifer's comments regarding mosquito treatment.

Cou Koulantry joined the meeting to discuss with the Board the proposition to revisit the current clubhouse rental fees, and the possibility to reduce the fees to encourage more clubhouse rentals in the future.

Board Response

Kathleen Moran thanked everyone for their comments, and noted that the mosquito treatment, the City Concrete and Paving project, and Debbie Mesmer's request for a Board response following statement

submissions are all on the agenda for Board discussion tonight. Kathleen also noted that rollers have been placed on the tennis courts to help push water off of the courts.

Agenda and Prior Meeting Minutes

Board Meeting Agenda 4-3-25: Kathleen Moran requested the addition of the Clubhouse Rental Fee to the agenda for Board discussion. Jim Nations made a motion to approve the agenda as amended. The motion was seconded by Samuel Scheib and carried unanimously.

Board Meeting Minutes 3-6-25: Emily Ecker made a motion to approve the minutes as distributed. The motion was seconded by Samuel Scheib and carried unanimously.

Board Organizational Minutes March 2025: Alan Tolerton made a motion to approve the March 2025 Board Organizational Minutes as distributed. The motion was seconded by Amanda Mita and carried unanimously.

2. Committee Reports

Architectural Control Committee (ACC) –

Kathleen Moran noted that the Committee met in March to brainstorm about the Inspections Process, and the ACC Committee approved several actions related to the Inspections Process.

Communications Committee –

Amanda Mita noted that the new Communications Committee Assistant, Zoe Hall, has been hired. Emily Ecker noted that the next Committee meeting will be held next week, so there is no additional report at this time.

Pat Reber noted that items need to be posted to the HOA website such as Board Meeting minutes, agendas, etc. Abaris and the Board will send all items needed to be posted to the website to Bill Holdsworth to take care of until further notice.

Landscape Committee –

Saven Wilkins noted that the shrub trimming around the pool will be completed during the Community Enhancement Day. Saven also expressed the Landscape Committee's opposition to the HOA to engaging in mosquito treatments throughout the community. Abaris confirmed that the HOA has not paid for mosquito treatments for several years.

Pool Committee –

Samuel Scheib confirmed that the Pool Committee did not meet due to a lack of quorum. Samuel also thanked the Landscape Committee for helping trim the shrubs surrounding the pool fence!

The Pool Committee would like to seek help from the Social Committee to assist in planning the 4th of July Pool Party, and the Pool Committee would handle the coordination of the vendors and caterers. In addition, Samuel noted that the Pool Committee is requesting the Board held subsidize the 4th of July Pool Party in the amount of \$3,700, which includes the DJ and Caterers. Samuel Scheib made a motion to approve the \$3,700 expenditure to subsidize the expenses for the 4th of July Pool Party. The motion was seconded by Emily Ecker and carried unanimously.

Welcome/Social Committee –

Cou Koulantry, in Karin Boychyn's absence, confirmed that the Social Committee would be happy to help the Pool Committee in planning for the 4th of July Pool Party! Cou noted that the Social Committee is currently planning 2 events, which will be announced shortly – Bingo Night and Community Treasurer Hunt.

3. Treasurer's Report

Karin Boychyn was absent and Kathleen Moran confirmed that Karin's Treasurer's report will be shared with the Board once received from Karin.

Management Report

The Board discussed the request to include the language outlined in the Updated Governing Documents in the new Due Process Resolution. After Board discussion, Samuel Scheib made a motion to adopt the Due Process Resolution, with the inclusion of the original language from the Updated Governing Documents. The motion was seconded by Jim Nations and carried unanimously.

Kaitlyn Ambush confirmed that the Work Agreement with JP Muller has been signed and executed. Jim Denny is working with Shireen Ambush to finalize his agreement, and Zoe Hall's agreement will be sent to her for signature and execution.

Kathleen Moran recapped the City of Rockville Concrete and Paving Project and Abaris agreed to contact the City of Rockville for an updated timeline for the completion of the project so that an email blast communication can be issued to the entire community.

4. Old/New Business

- a. The Board discussed the Community Inspections Process and Kathleen Moran noted that the inspection has been budgeted for 2025, but the Board has not formally approved moving forward with the inspections process. Several Board members agreed to proceed with the inspections process so to create a clean slate of records and consistency throughout the community. Jim Nations made a motion to authorize Abaris to proceed with the 2025 Community Inspections. The motion was seconded by Emily Ecker and carried unanimously. In addition, the Board agreed to draft a pre-inspection letter to be issued to all owners announcing the inspections process.
- b. The Board discussed the possible creation of a policy regarding holiday decorations/ exterior lighting. Abaris agreed to share sample policies with the Board, from other communities managed by Abaris, for the Board's review and discussion at the next meeting.
- c. The Board discussed the proposal from Solitude Lake to stock minnows in the pond, and politely declined the proposal due to the upcoming pond dredging that is slated to take place this year.
- d. The Board discussed the mosquito treatment of the community, and Abaris confirmed that this service has not been paid for, or conducted, since 2020. Emily Ecker made a motion to decline any treatment for mosquitos on HOA property. The motion was seconded by Alan Tolerton and carried unanimously.
- e. The Board discussed the July Board Meeting date. Samuel Scheib made a motion to formally cancel the July 2025 Board Meeting. The motion was seconded by Amanda Mita and carried unanimously.
- f. Kathleen Moran made an announcement regarding the Lakeside Overlook Easement Agreements and confirmed that Abaris is following up with ETC Engineering on the outstanding responses required so that all of the easement agreements needed can be signed. Alan Tolerton noted that he and Sandra (wife) had proposed some amendments to the easement agreement sent to them, but that they had not heard back for more than 4 months.

- g. Kathleen Moran announced that AW Landscapes has been absorbed by Shorb Landscaping, and Alan Walcoff will still remain the Point of Contact for New Mark Commons.
- h. The Board discussed the proposal submitted by Debbie Mesmer that a formal response is issued by the Board following any statement submitted by an owner to the Board which acknowledges receipt and confirms the Board has read the statement submitted. Kathleen Moran commented on the importance of acknowledging statements submitted by owners. Alan Tolerton made a motion that a member of the Board will respond and confirm receipt of statements submitted by owners to the Board. The motion was seconded by Amanda Mita and carried unanimously.
- i. The Board discussed the request to reduce the clubhouse rental fee. Alan Tolerton, Emily Ecker, Cou Koulantry, and Chris Hershey agreed to work together in providing possible solutions to reduce the clubhouse rental fee for the Board's review.

5. Community Forum 2

Debbie Mesmer thanked the Board.

Pat Reber thanked the Board and Communications Committee for the hiring of a new Communications Assistant.

Cou Koluntary thanked Jennifer for her alternative solutions for mosquito treatment and noted that several owners in his court of the neighborhood would be interested in learning more about alternative solutions.

Jennifer Jackson thanked the Board for not engaging in mosquito treatments, and expressed she is happy to help with sharing information on alternative solutions for treatment.

Ron Tipton inquired about the current status of the fence which remains on HOA property, and whether a CCOC complaint has been filed.

Joe Jordan inquired if Committees have a quorum requirement to meet in order to hold Committee meetings. Joe also expressed his agreement with the request submitted by Debbie Mesmer. Lastly, Joe expressed his congratulations to the new members of the Board!

6. Board Response to Community Forum 2

Kathleen Moran commented the fence still remains on HOA property, and the Association has not yet received a formal complaint from the CCOC.

The next Board meeting will be held on Thursday, May 1, 2025, at 7:00 pm.

Adjournment

There being no further business, Alan Tolerton moved to adjourn the regular meeting and go into Executive Session for the purpose of discussing legal guidance received. The motion was seconded by Amanda Mita and carried unanimously. The meeting was adjourned at 8:27 p.m.