

# NEW MARK COMMONS HOMES ASSOCIATION

## BOARD OF DIRECTORS

Thursday, May 1, 2025

7:00 p.m.

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Minutes Taken by Kaitlyn Ambush

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### Attendees

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

**Abaris Community Management:** Kaitlyn Ambush

**Homeowners:** Ron Tipton, Rita Molyneaux, Debbie Mesmer, Chris Hershey, Maria Pikielny, Maryanna Kieffer, Jenniferr Jackson, Cou Koulantary, Saven Wilkins, Waymon Tucker, Pat Reber

### Call to Order of the Board Meeting

Kathleen Moran called the Board Meeting to order at 7:05 pm.

#### 1. Community Forum 1 and Board Response

Several residents joined the meeting for the clubhouse rental fee discussion.

Ron Tipton inquired when the sidewalk repair between 304-306 NME will be completed.

Maryanna Kieffer gave kudos to the City of Rockville for the concrete sidewalk replacement project and noted that the crews were very professional.

Waymon Tucker joined the meeting to discuss his request submitted to the Board for the use of his home as an assisted living facility.

#### Board Response

Kathleen Moran thanked everyone for their comments and noted that City of Rockville will be replacing the concrete sidewalk between 304 to 306 NME, but the repair date has not been provided yet.

#### Agenda and Prior Meeting Minutes

**Board Meeting Agenda 5-1-25:** Samuel Scheib made a motion to approve the agenda as presented. The motion was seconded by Karin Boychyn and approved unanimously.

**Board Meeting Minutes 4-3-25:** Emily Ecker made a motion to approve the minutes as distributed. The motion was seconded by Samuel Scheib and carried unanimously.

#### 2. Committee Reports

### **Architectural Control Committee (ACC) –**

No report at this time.

### **Communications Committee –**

Emily Ecker reported that the Editor turnover has taken place, and Julia Binder is the new editor for the NMC Newsletter. Emily also reported that Zoe Hall has stepped into her new role as the Communications Committee Assistant, seamlessly. The newsletter for May 2025 will be issued soon, and the next Committee meeting will be Wednesday, May 7, 2025.

### **Landscape Committee –**

Alan Tolerton reported that the Community Enhancement Day went well! There were lots of weeds removed, and trees and ferns were planted.

Saven Wilkins reported that the City of Rockville announced that the ban on gas-powered blowers will go into effect as of July 1, 2025.

### **Pool Committee –**

Samuel Scheib reported that the Pool Committee will be this upcoming Sunday to check on the pool facility, clean up the lifeguard shack, the snack freezer, etc.

Kathleen Moran noted that the Board has agreed to temporarily remove the trash can, closest to the pool deck, until the pool season is over and then have the can reinstalled.

Saven Wilkins noted that the Landscape Committee will install plantings in the planter pots on the pool deck.

### **Welcome/Social Committee –**

Cou Koulantry reported that the Bingo Night was a great success! The Social Committee will also host a Treasure Hunt in the future.

## **3. Treasurer's Report**

Karin Boychyn reported that currently, the Association has \$2.4 Million in the bank. Currently, the balance on the loan is \$120,000. Karin reported that the Revenue Balance is above budget due to interest revenue. The Unappropriated Member's Equity Balance is \$647,000, and year-to-date, \$21,000 has been spent on Reserve Projects this year.

The Board discussed the Insurance Renewal Policy quote received from HMS Insurance. Karin Boychyn made a motion to approve the 2025-2026 Insurance Renewal Policy. The motion was seconded by Alan Tolerton and carried unanimously.

## **Management Report**

The Board discussed the sample policies provided by Abaris regarding holiday decoration and agreed to table the discussion at this time.

The Board unanimously approved the preventative maintenance contract with ASG for the clubhouse HVAC system.

## **4. Old/New Business**

- a. The Board discussed the request from the owner of 9 Lakeside Overlook to park a commercial vehicle on their private driveway. The Board unanimously declined the request based on the Association Covenants, Article 10, Section 2, Item E.
- b. The Board discussed the request from the owner of 3 Don Mills Court to utilize their home as an assisted living home for senior citizens. The owner confirmed that the assisted living home is a home-based business, with four (4) senior citizens residing in the home, and 24/7 supervision. The Board agreed to table any decisions at this time until the Board has the Association's Legal Counsel provide their opinion on the owner's request.
- c. Kathleen Moran announced that New Mark Commons is next in line for the State of Maryland to review and approve the permit for the Lake/Dam Project!
- d. Cou Koluntary provided a brief update on the research conducted on the clubhouse rental fees, and the Board requested recommendations from Abaris as to what can be done to reduce the clubhouse rental fees, such as removing cleaning fees, etc.
- e. The Board agreed to table the discussion on the draft Board of Conduct.
- f. The Board discussed the 2025 Pre-Inspection Letter to all owners prior to the community-wide inspection taking place. Alan Tolerton provided his recommended revisions via email. Karin Boychyn made a motion to approve the 2025 Pre-Inspection Letter, with the recommended revisions provided by Alan Tolerton, and Jim Nations final revision. The motion was seconded by Samuel Scheib and carried unanimously.
- g. The Board discussed the proposal from Solitude Lake for the replacement of the Lake Aerator for \$5,617.50. Amanda Mita made a motion to approve the proposal from Solitude Lake. The motion was seconded by Karin Boychyn and carried unanimously.
- h. The Board discussed the NMC Administrator email address, confirmed the email address will no longer be published on the NMC website as a means of communication to the NMC Board or Management. Owners are encouraged to reach out to [customercare@abarisrealty.com](mailto:customercare@abarisrealty.com) to forward any comments or concerns to the Board and/or Management. Shireen Ambush also offered for Abaris to host a community seminar on how to navigate the Abaris Vantaca Online Portal.

## 5. Community Forum 2

Pat Reber thanked the Board for the discussion on the new email address for resident submission of comments or concerns.

Maryanna Kieffer echoed the comment made by Pat Reber and encouraged the Board to post the new email address for Abaris to the NMC website.

Saven Wilkins recommended the Board consider the efficiency and sound of the new lake aerator and commented that the Landscape Committee would be happy to assist the Board.

Debbie Mesmer inquired how the Abaris will be able to differentiate between requests submitted into the portal that are for the Board's review, and what can be answered by Abaris directly.

## 6. Board Response to Community Forum 2

Kaitlyn Ambush confirmed that requests submitted through the Vantaca portal are available to all Board members, 24/7. However, Abaris will share all submissions that require Board action and response, to all Board members, when the submissions are received.

The next Board meeting will be held on Thursday, June 5, 2025, at 7:00 pm.

### **Adjournment**

There being no further business, Kathleen Moran moved to adjourn the regular meeting and go into Executive Session for the purpose of discussing legal guidance received. The motion was seconded by Emily Ecker and carried unanimously. The meeting was adjourned at 8:42 p.m.