

CROSS FOX CONDOMINIUM, INC.
BOARD OF DIRECTORS MEETING
7 P.M. ON SEPTEMBER 17, 2019

The Board of Directors of the Cross Fox Condominium Inc. met on September 17, 2019. The following persons were in attendance:

BOARD OF DIRECTORS

MaatenRe Ramin, President
Wendy van Antwerp, Secretary
Elliott Simons, Treasurer

Michelle Melencio, Vice President
Joan Lloyd, Director

OTHERS

Marie Fowler, CVI

Recording Secretary, just a MINUTE!

REGULAR SESSION

CALL TO ORDER

Elliott Simons called the meeting to order at 7 p.m.

AGENDA

MaatenRe Ramin made a motion to approve the Agenda as amended. Joan Lloyd seconded, motion passed.

MINUTES

MaatenRe Ramin made a motion to approve the Minutes of the Regular Session of June 18, 2019 as amended. Wendy van Antwerp seconded, motion passed.

MANAGEMENT REPORT

ACTION 1 – Election of Officers

Elliott Simons made a motion to appoint MaatenRe Ramin to the position of President, to appoint Michelle Melencio to the position of Vice President, to appoint Elliott Simons to the position of Treasurer, to appoint Wendy van Antwerp to the position of Secretary, and to appoint Joan Lloyd to the position of Director. Wendy van Antwerp seconded, motion passed.

ACTION 2 – Proposed Budget

Elliott Simons presented a summary of the proposed budget for homeowners. The Nationwide Insurance issue caused historical increases within the community. Solutions are being sought for the janitorial and trash costs. MaatenRe Ramin opened the floor for questions from homeowners. Homeowner inquired about copper wiring replacement for the buildings in order to bring the buildings up to code. Management explained that this matter will be addressed during the reserve study that will be completed in 2020 and the reserves will need to be funded appropriately to prepare for the cost. Homeowner inquired about the meter reading fee. Elliott Simons explained that this cost used to be included in the bill, and due to new Maryland law the association is billed for this expense. Elliott Simons made a motion to approve the 2020 proposed budget. Michelle Melencio seconded, motion passed.

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ACTION 3 – 2020 Meeting Dates

The proposed meeting dates for 2020. Wendy van Antwerp made a motion to approve the 2020 meeting dates. Michelle Melencio seconded, motion passed.

January 21, 2020

April 21, 2020

June 16, 2020 – Annual Meeting

September 15, 2020.

ACTION 4 – Excess Assessment Resolution

The Auditor issued recommendations for the excess assessment resolution. Wendy van Antwerp made a motion to apply all or part of the excess assessment income to the following year's assessments, with the final amount at the discretion of the Board. Michelle Melencio seconded, motion passed.

ACTION 5 – Contract Renewals

The contract with just a MINUTE! is up for renewal at a rate of \$150 per two hour meeting. This is a \$5 increase over the current rate. Wendy van Antwerp made a motion to approve the contract with just a MINUTE!. Elliott Simons seconded, motion passed.

The contract with Whatever Services, trash collection, will expire on October 31, 2019. The one year renewal rate is \$3,583 per month plus the market value price for trash can liners and state sales tax. This rate is the same as the current contract. MaatenRe Ramin expressed concern that the trash company is not removing as many bags as in the past. Wendy van Antwerp made a motion to accept the renewal rate from Whatever Services. Elliott Simons seconded, motion passed.

The management contract with CVI expires on October 31, 2019. The proposed new five year agreement for the term of November 1, 2019 through October 31, 2024 will show no fee increase for the first year. Elliott Simons made a motion to accept the management contract with CVI. Wendy van Antwerp seconded, motion passed.

ACTION 6 – Wood Clean Up

Greenskeeper submitted a proposal in the amount of \$5,350 for cleaning the area along wood line between Cross Fox and the shopping center. This matter will be tabled while the Board researches alternatives.

ACTION 7 – Homeowner Request

Maureen Shettle, 10530-F1 Cross Fox Lane, requested permission to re-install the bird feeder in the common area across from 10530 Cross Fox Lane. MaatenRe Ramin stated that the Board had previously asked that the bird feeder be removed. The bird feeder was put up without approval resulting in another request for it to be removed. Maureen Shettle explained that several homeowners have expressed interest in getting the bird feeder re-installed. Michelle Melencio inquired about a way to have squirrels deterred from the area should the feeder be re-installed. Maureen Shettle said that wildlife removal has come in the past to relocate squirrels. MaatenRe Ramin explained that since the bird feeder would be placed in a common area it could set a

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precedence that any homeowner could place items in the common area. Elliott Simons stated that the previous request for the removal of the bird feeder may have been based on a personal dispute. MaatenRe Ramin made a motion to deny the re-installation of the bird feeder. Joan Lloyd seconded, one for, two against, two abstentions, motion failed. Wendy van Antwerp made a motion to amend the motion to approve the re-installation of the bird feeder to another location, to be determined. Joan Lloyd seconded, three for, one against, one abstention, motion passed.

ACTION 8 – Garden Resolution

Elliott Simons presented that there were several garden areas that were in use until the relocation of several homeowners resulting in the overgrowth of several areas. The garden resolution states that if a homeowner will impact the common/garden area, they need to submit a detailed plan to the Board for written approval. Should the area no longer be able to be maintained, the homeowner shall return the area to the original condition. MaatenRe Ramin made a motion to accept the garden resolution as amended to read “owner of any proposed garden or area”. Michelle Melencio seconded, motion passed.

ACTION 9 – CD Maturation

A CD in the amount of \$75K is scheduled to mature on November 4, 2019. Elliott Simons made a motion to roll over the CD into a four year CD to continue the ladder investment approach. Michelle Melencio seconded, motion passed.

OLD BUSINESS

None at this time

NEW BUSINESS

DISCUSSION ITEM 1 – Railing and Siding Replacement

Management proposed considering changing the railing system to a pressure treated wood railing. The new railing system will allow any contractors to easily access the area for improvement. The siding is recommended to change in the next year. The cost to replace the siding had been factored into the previous reserve study. Management will provide the Board with the pricing in the Spring. Power washing is on an as requested basis.

DISCUSSION ITEM 2 – Graffiti

MaatenRe Ramin explained that there has been recent spray painting on stairs and fencing. Any loitering should be reported to the police. Assistance has been requested from Kimco and Wilde Lake for possible camera installation and additional lighting. Homeowner stated that the graffiti appears to have been cleaned. Michelle Melencio inquired about homeowner interest in closing the area. Several homeowners stated that they use the area frequently and would like it to remain open.

DISCUSSION ITEM 3 – Building Hallways

Management explained that the problem in the hallways seemed to be from animal waste. The homeowners have been notified and the area has been cleaned.

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DISCUSSION ITEM 4 – Expansion of the Board

MaatenRe Ramin made a motion to increase the Board membership to seven voting members. Elliott Simons seconded, motion passed. MaatenRe Ramin explained that in the most recent election, there were several persons who demonstrated interest in being Board members, Maurice and Henrietta, and suggested they be considered for appointment to the Board. Management will gather more information on the eligibility of the homeowners and will forward the information to the Board.

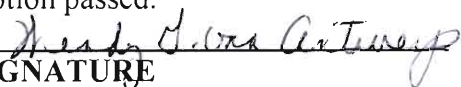
OPEN FORUM

- Homeowner explained that Greenskeeper worked in the garden common area and she feels that they did not do a good job maintain the area. MaatenRe Ramin asked that the homeowner submit a formal request explaining what she would like to see greenskeeper take care of.
- Homeowner stated that the doors in the garden units do not match the carpet.
- Homeowner inquired about the parameters of the snow removal process. He stated that he had to shovel his walkway several times during the last season. Management asked that he contact the office if there are any issues with snow removal this year.
- Homeowner inquired about how the Board plans to increase communication with homeowners. MaatenRe Ramin stated that the Board is considering building representatives to help increase communication. There is a Facebook group and email that homeowners can use to contact the board.
- Homeowner explained that there is an area that does not have grass. Elliott Simons stated that volunteers could work together to help remedy this situation.
- Homeowner requested that the door to the trash rooms be painted. MaatenRe Ramin explained that this improvement is on the schedule.
- Homeowner stated that the dog waste in the community is a persistent problem. Management explained that waste units could be installed in the community. MaatenRe Ramin encouraged homeowners to contact animal control if the owners and animals can be identified. The Board will continue to look for ways to improve this situation.
- Homeowner explained that several trash bags were not placed in the proper area. Management provided the building with signage, however one of the signs was torn down. MaatenRe Ramin stated that anytime there is an issue Management should be contacted.
- Homeowner asked about when the road would be repaved in the area where the repairs were completed. Management will follow up with this issue.

NEXT MEETING: January 21, 2020

AJOURNMENT

MaatenRe Ramin made a motion to adjourn the Regular Session at 8:51 p.m. Joan Lloyd seconded, motion passed.


SIGNATURE

1/21/2020
DATE