

Hollymead Citizens Association
Board of Directors Meeting
May 5th, 2008
7:00 p.m. – 9:00 p.m.
Silver Thatch Inn

Approved Minutes

Board Members Present

Charlie Smith (President)
Nancy Zingrone (Secretary)
Trish Cuthbert (Treasurer)
Anna Freshwater
Carole McIvor
Ivo Romenesko
Glenn Wait

1. Approval of May 5th, 2008 Agenda

No objections raised. Agenda was approved.

2. Approval of March 3rd, 2008 Minutes

Ivo Romenesko moved for approval. Carole McIvor seconded. March 3rd 2008 minutes approved.

2. Approval of April 14th, 2008 Minutes

Ivo Romenesko moved for approval. Carole McIvor seconded. March 3rd 2008 minutes approved.

3. Election of Officers

- a. Glenn Wait nominated Charlie Smith for President. Ivo Romenesko seconded. No other nominations were made. Motion passed unanimously.
- b. Nancy Zingrone nominated Glenn Wait for Vice President. Carole McIvor seconded. No other nominations were made. Motion passed unanimously.
- c. Carole McIvor nominated Nancy Zingrone for Secretary. Glenn Wait seconded. No other nominations were made. Motion passed unanimously.
- d. Ivo Romenesko nominated Trish Cuthbert for Treasurer. No other nominations were made. Nancy Zingrone seconded. Motion passed unanimously.

4. Committee Assignments

After discussion, Ivo Romenesko moved that the following committee assignments be made:

Jim Bone, Pool (Chair), Trash (Chair)
Pete Chapman, Nominating, Pool
Trish Cuthbert, Finance
Anna Freshwater, Beautification (Chair), Grounds, Neighborhood Liaison,
Neighborhood Watch
Carole McIvor, Townhouse Liaison
Jeff Qureshi, Grounds (Chair), Neighborhood Liaison, Trash
Ivo Romenesko, Condominium Liaison
Charlie Smith, Finance (Chair), Communications, Neighborhood Liaison (Chair)

Glenn Wait, Design Review (Chair), Finance, Grounds
Nancy Zingrone, Communications (Chair), Grounds, Townhome Liaison.
Glenn Wait seconded. The motion passed unanimously.

5. Comments from Homeowners

None made.

6. Treasurer's Report

New guidelines are now in place for the management of the Treasurer's position including return of phone calls from homeowners within 48 hours, and payment of bills submitted to HCA within two weeks of receipt. Glenn Wait moved that the Treasurer be authorized to sign checks under \$250 as long as they are not made out to herself or to another Board Member. Carole McIvor seconded. The motion passed unanimously.

Charlie Smith led a discussion about collection procedures. Glenn Wait moved that a letter be sent to all HCA members who are 181 or more days overdue on their dues payments with a two-week deadline for response, and that HCA members who do not respond by the two-week deadline are turned over to a lawyer appointed by the Board for collection. Carole McIvor seconded. The motion passed unanimously.

Trish Cuthbert presented the pool fees for 2008. Glenn Wait moved that only Hollymead Homeowners have the quarterly payment options for their pool fees. Carole McIvor seconded. The motion passed unanimously.

Trish Cuthbert reported that income from non-HCA member pool fees was already better than last year's non-member pool income and that 66 homeowner memberships have already been purchased.

Trish Cuthbert presented all financial statements. The financials were accepted without objection.

7. Reports from Standing Committees

a. Pool Operations

Charlie Smith reported on a conversation with Pete Chapman, the Pool Manager. The pool has been power-washed and filled. The new salt water system is set to be installed on Friday, May 9th, 2008. Chlor King was chosen for cost, but components in the system ordered were upgraded to higher end components (including the software system) originally offered by TMI. Chlor King's regional manager is coming to oversee the installation.

Changes that will need to be made next year will likely include resurfacing the pool, and upgrading the filter system.

b. Finance Report

No report was made.

c. Trash

No report was made.

d. Neighborhood Liaison

Charlie Smith reported on upcoming meeting scheduled with Forest Lakes Board members and the new owner of the property across Route 29 from the Hollymead Lake.

e. Townhouse Liaison

No report was given.

f. Neighborhood Watch

No report was given.

g. Communications

Nancy Zingrone reported on updates given to John Oliver for Hollymead website. Charlie Smith will set up Zingrone as one of the moderators of the Yahoo list. Short June one-page newsletter content was discussed.

h. Design Review

No report was given.

i. Grounds

Charlie Smith noted that the fence behind the pool playground needed to be replaced. Anna Freshwater is investigating the possibility of adding swings for older children to the playground and other upgrades mentioned in reserve study.

j. Beautification (Landscaping)

No report given.

k. Nominating Committee

No report given.

8. Old Business

No old business raised.

9. New Business

Somer Chase resident Deloris DeAngelis and Townhome Liaison Chair Carole McIvor discussed the problem at Somer Chase with basketball hoops now in place in the parking lot at Somer Chase in violation of Somer Chase covenants. It was argued that a basketball court should be installed somewhere near the pool area to address the needs of the kids in Somer Chase. Charlie Smith noted that kids in Western Hollymead needed this as well. The Board decided to walk the property around the pool after the meeting adjourned to discuss possible locations.

10. Next Meeting Date – Monday June 9th, 2008

11. Adjournment

Carole McIvor moved that the meeting be adjourned. Nancy Zingrone seconded. Meeting was adjourned.