

CHAPMAN FARM

Homeowners' Association

Crofton, Maryland

THE BOARD OF DIRECTORS OF THE CHAPMAN FARM HOMEOWNERS ASSOCIATION MET AT THE CHAPMAN FARM CLUBHOUSE ON MARCH 28, 2006

CALL TO ORDER:

The meeting was called to order at 7:00pm with the following members present:

- Tim Johnson President
- Mark Collins Treasurer
- Rick Gloekler Secretary
- Mike Consalvi Board Member at Large
- Scott Davis Managing Agent- ProCom
- 2 homeowners were present.

APPROVAL OF MINUTES

The minutes from the meeting held on February 28, 2006 were approved as written. Rick Gloekler motioned to approve the minutes from the previous meeting as written and Mike Consalvi seconded the motion. The motion carried.

PRESIDENT'S REPORT

Tim Johnson- President

- The board is in the process of obtaining proposals for painting the fences in the front section of the community. Scott is currently waiting on one more proposal and the cost has been averaging about \$18,000 per proposal. The board is also looking at the cost to replace the wooden fence with a vinyl fence (average cost \$78,000)
- The board has asked Scott (ProCom) to obtain proposals for putting fountains, or bubblers in the pond on Elton Court and the one near Price Road. The other pond, by the library is considered to be a dry pond and no water is supposed to be held there. The board intends to hire someone to oversee the entire process, to include installation and working with BGE, contrary to what management (ProCom) advises, which a separate contract with BGE.
- The board has asked Scott (ProCom) to obtain bids for re-striping and sealing the parking lots and tennis courts. All of the bids will be presented at the April meeting of the board of directors.
- The board has asked Scott (ProCom) to have some trees taken out on Hamils Court. One tree has actually fallen and 2 others are actually dead.
- Playground equipment has been ordered and currently Scott (ProCom) is working to secure an installment date sometime in mid to late April. Tim will work with them in regard to placement of the structure.
- Spring inspections will be April 17th thru April 21st, 2006.

TREASURER'S REPORT

The General Trial Balance for the Association was reviewed and it is in accordance with the Budget for the fiscal year.

- Cash on hand in checking for the month (as of February 28, 2006) is \$58,487.
- The cash on hand in savings is \$271,529.
- The total income for the month is \$1,611.
- The total expenses for the month were \$10,879.
- Leaving a total loss for the month of \$9,267.
- The total loss for the year to date is \$16,357.

TREASURER'S REPORT (Cont.)

- Mark reported that the spending for the year- to date is \$1,000 below plan. And for the current month we are actually \$ 1,000 over plan.
- It appears that there is a double billing for ground maintenance on the general ledger. Scott said that he would look into it.
- Mark reported that letters went out to homeowners regarding their semi-annual payment that will be due on April 1st.

GROUNDS COMMITTEE

- Currently, this committee has no members and the board is looking for volunteers to serve on this committee or any other active committee. Some of the areas that this committee would focus on would be identifying areas in the community that are in need of new plantings in the common areas, and identifying trees that are in danger of falling.

ACC

- 1 new ACC request was submitted to the board for their review. The request will be reviewed in the Executive Session.

TRAFFIC COMMITTEE

- Final placement of the speed humps – The board has asked the County to place the last speed hump. Mark recommended that the placement be postponed because he would like to contact the residents that live in the area where the traffic circle was placed, to see how traffic has been affected since its removal. The speed hump would be placed in a different location than the circle was placed and Mark would like to take the time to re-study and investigate the traffic flow further, before the money is spent to purchase the speed hump.
- Mark motioned delay the installation of the speed hump in order to conduct another traffic study to re-measure speed and volume in the areas of Price Road, Maynard, Pearl and Chapman Road as well as study new areas for possible placement of the speed hump. Mike seconded the motion and the motion carried. Tim Johnson abstained from the vote.

POOL COMMITTEE

No report. Pool Committee chair has resigned her position. She returned all of the information to the board at this evening's meeting.

SOCIAL COMMITTEE

No report.

MANAGEMENT REPORT

Scott Davis of ProCom gave the management report.

1. Transfer of Ownership to date
 - A. Dubiel to Alejandro & Lindsay Gonzalez
2810 Elsa Court
08/07/05- \$626,000
 - B. Weber to Richard & Sina Kniseley
2713 Hamil's Court
09/15/05- \$610,000
 - C. Green to Phillip & Monica Malone
1510 Pearl Ave.
10/24/05- \$530,000
 - D. Abbot to John & Mary Newman
1621 Chapman Road
02/11/06- no price available.
 - E. Avg. Sales Price this period: \$588,333

2. Proposals/Projects

- a. ProCom is in the process of gathering bids for both the painting of the fences, as well as the removal and replacement of the fences. These bids will be presented at the April Board of Directors meeting for a final decision.

2. Proposals/Projects (Cont.)

- b. ProCom is in the process of gathering bid for the resealing and re-stripping of the clubhouse parking lot, which will be present at the April Board of Directors meeting for a final decision.
- c. ProCom is in the process of gathering bids for the possible installation of fountains, or if not fountains, bubblers, in the Price Road pond and Elton Court pond. BGE has also been contacted for pricing as this step will have to be take care of separately by the Association, contrary to the Board(and my) wishes.
- d. The new playground equipment should be installed some time in late April. ProCom is working with West Recreation to lock down an exact date of installation.

3. Correspondence

- a. ProCom has provided copies of all incoming and outgoing homeowner correspondence that was received and sent between the delivery dates of February's Board Package and March 27, 2006.
- b. Any violation letters sent to homeowners that have correction deadline (i.e. 30 30 days, 48 hours) have been scheduled for re-inspection on those specific dates.
- c. There is no correspondence for the month that requires **ACTION**.

4. General Matters/ Miscellaneous

- A. CS Lawn has provided info on the pesticides they will be using throughout the community.
- B. CS Lawn has provided info on their Spring Clean-up and Mulching services, as well as info on the installation of Summer Annuals.
- C. CS Lawn has provided info about a rumor circulating about a type of mulch.

5. Executive Session- (See Executive Session)

6. 2006 Meeting Schedule

- A. January 31, 2006 (Annual Meeting)
- B. February 28, 2006
- C. March 28, 2006
- D. April 25, 2006
- E. May 30, 2006
- F. June 27, 2006
- G. July 25, 2006
- H. August 29. 2006
- I. September 26, 2006
- J. October 31 2,2006
- K. November 28,2006
- L. No December Meeting

Presented by: Scott M. Davis, CMCA, Managing Agent, Chapman Farm HOA

UNFINISHED BUSINESS

- Police Officer-Scott called Sgt. Peterson in order to obtain information about a car that recently hit a tree on Riedel Road. The tree is in the common area of Chapman Farm and will need to be replaced by the responsible party.
- CS Lawn has provided information regarding a pesticide that they plan to use.

NEW BUSINESS

- Homeowner asked a general question regarding the size of fence that is allowed in the community, especially in the front of a home on a flag lot. The fence in question is a six foot fence. When the request was submitted, the homeowner came around asking neighbors to sign it stating that the fence would only be a four feet tall. Scott will need to investigate the matter.

Being no further business to come before the board, the meeting was adjourned and the board immediately went into the Executive Session. The Executive Session ended and the open meeting was re-called open, and then all adjourned at 8:00pm.

Submitted by: Hayley N. Hancock

Approved by:

Timothy C. Johnson 4/25/06
Recording Secretary

Chapman Farm HOA Monthly Board Meeting March 28, 2006

06-03.1 RESOLVED THAT the Board approved the Minutes, from the previous Monthly Board Meeting that was held on February 28, 2006, as written. Rick motioned to approve the minutes as written and Mike seconded the motion. The motion carried.

06-03.2 RESOLVED THAT the Board approved the motion from Mark, to delay the installation of the speed hump in order to conduct another traffic study to re-measure speed and volume in the areas of Price Road, Maynard, Pearl and Chapman Road, as well as study new areas for possible placement of the speed hump. Mike seconded the motion and the motion carried. Tim Johnson abstained from the vote

06-03.3 RESOLVED THAT the Board approved the motion made by Tim to retain Gregory Alexandrides as the association's attorney, to replace the current attorney, Linowes & Blocher, effective immediately. Mark seconded the motion and the motion carried. Mike abstained from the vote.

06-03.4 RESOLVED THAT Michael S. Finley or Danelle Boso, or Jerome Pruchniewski, or Janet Leister, or Mark Collins are granted the authority to perform any transactions for the account described on the form titled "Resolution for Security Transactions"(including, but not limited to, change of payment information; transfer or sale of securities; purchase by ACH debit (Direct Pay); or reinvestments) The authorized individuals may not appoint an attorney-in-fact with authority in turn to appoint one or more substitutes ("May not" will be assumed unless otherwise indicated.) It is further resolved that any action taken by the individuals listed above is hereby ratified and that this authorization shall remain in effect until further notice from the date of certification. (One year will be assumed unless otherwise indicated.) Mark motioned to approve the above resolution and Tim Johnson seconded the motion. The motion carried.