

Harvest Farms Homeowners' Association

www.harvestfarms.org

Monthly Meeting Minutes
January 25, 2017 at 7 pm
Location: 2082 Hammond Ave

Attendance

- Board of Directors: Ron Kowaleski (Treasurer), Andrea Michael (Secretary), Mark Gillies (VP, Assistant Treasurer), Melissa Clark, Mike Morency (President)
- Members: Lauren O'Brien (VP, Community & Communications), Andrea Kowaleski (VP, Community Resources), Susan Andersson, Margaret Williams, Wendy Gillies

Discussion Items

- **President's Report:** The officers have been hard at work and the HOA is off to a great start for 2017. Mike met with Dick Hull (developer of Harvest Farms) and was able to get some history and useful information about the neighborhood. Mike also got in touch with a local lawyer to get an initial estimate on providing legal services for lien research, bylaw and covenant updates, etc.
- **2017 Calendar of Events:** Lauren put together a schedule of events for 2017 which included traditional events (4th of July celebration, Easter Egg Hunt, Yard Sale) but also some new activities such a fall chili cook-off, kid playdates and men's basketball games. The dates will be posted on the website but are subject to change. More information will follow about each event.
- **Pond and Common Areas:** We will continue with Solitude (pond management) and Element Landscaping (common grounds maintenance) for 2017. Andrea K. has established good relationships with these companies and feel they are providing excellent service. The geese have slowly been returning to the pond and Andrea will be contacting the Department of Natural Resources in late spring about their removal. A new garden club, G.R.O.W., is being established for maintaining the flower beds and other garden care – please contact Andrea at ark3@comcast.net if you would like to be involved. Residents are encouraged to donate plants so that the beds can be enlarged. The pond is periodically stocked with fish to help with the health of the pond as well as to provide entertainment for residents (catch and release please!). This was last done in 2015 and she will look into possibly doing it in 2017. Part of the playground equipment was vandalized recently and the tennis/basketball courts may need resurfacing or patching. Andrea is working with Ken Hollasch to research options on these items.
- **Website:** The website has been updated and includes relevant information for residents. Andrea M. will add the 2017 calendar of events to the main page including the monthly HOA meeting dates and topics.
- **Email Distribution List:** We have email addresses for all but 16 homes. Please encourage residents to submit their email address to harvestfarmshoa@gmail.com as we are moving to all electronic communications.
- **Trash Collection:** Mark has built a good relationship with our Republic representative and they have been responsive to items we bring to them. Residents are asked to not contact Republic directly with any issues and should instead email the HOA so it can be addressed. Mark will contact them to see when yard waste pick-up will begin this year and those dates will be added to the website.
- **Taxes:** Mark will be submitting the 2016 taxes shortly.
- **2017 Dues Collection:** We are still missing a number of dues payments for 2017. A second notice was sent out mid-January either by email (if we have the residents email address) or hard copy (if no

email address is on file). A final notice will go out in February to those who are still delinquent and will include the interest that is due also. Rylea Homes was sent a letter for dues payment on the Phase 5 lots that have not yet been sold.

Board of Directors Meeting

- A special meeting was held after the monthly HOA meeting in regards to the architectural committee. Mike proposed that the architectural committee be discontinued and a new process be put in place for architectural requests (see bullet below). It was also proposed that the President, VP/Assistant Treasurer and anyone additional of their choosing, form a committee to recommend by year's end modifications to Covenants SECTION V: Architectural control, Prohibitions and Restrictions. The proposed changes were voted on by the 5 board of directors present and passed unanimously.
- **New Architectural Request Process** (This will also be posted on the HOA website - see section below for link)
 - A. The requesting member/resident shall submit the then-current form to the Secretary of the Corporation
 - B. The Secretary shall acknowledge receipt of the request to the member, and shall electronically notify all Board directors of the submission within 5 calendar days.
 - C. The Secretary and President shall determine whether the request meets all stated covenant requirements. If so, the Secretary shall send the appropriate response to the member within 30 days of submission.
 - D. If not, the Secretary and President shall evaluate the request for architectural design consistency. Their conclusion and recommendation shall be made to the Board electronically within 10 days of submission.
 - E. The Board shall review the request and vote by majority of Board directors, and the response shall be sent to the member within 30 days of its submission.
 - F. If the Board so desires, an architectural consultant may be retained for the review prior to response.
 - G. The Secretary shall ensure the recordation of the request, discussion, and decision in HFCA files.
 - H. The Secretary shall have the responsibility to report on the success of the process, its status and outcomes, at least annually at the annual Board of Directors meeting.

Reminders for Residents

- **Community Suggestions/Concerns:** Use the HOA email address, harvestfarmsHOA@gmail.com, for any suggestions, concerns or questions.
- **Police Concerns:** Call the police (Sheriff's Office: 410-386-2900 or 911) in the event of any illegal activity or with any concerns.
- **Animals:** All animals need to be in compliance with the Carroll County laws and ordinances (http://hscarroll.org/wp-content/uploads/2015/11/Synopsis_Animal_Control_Laws_MD.pdf). This includes keeping dogs under restraint/control at all times and cleaning up animal waste. Residents are encouraged to talk to their neighbor if they have concerns about a specific animal. Animal Control can be reached at 410-848-4810.
- **Architectural Changes:** Architectural approvals are required for certain home improvement projects. The form and process can be found on the HOA website ---> [Architectural Request](#)

- **Yard Debris:** Please refrain from blowing or depositing leaves, branches, grass clippings, etc. into the road and neighbors' property.
- **Trash/Recycling:** Residents can contact harvestfarmsHOA@gmail.com if they have complaints or concerns about service. Please do not contact Republic directly.

Upcoming Meetings (occur at 7 pm – see website for locations and updates)

- February 16
- March 22
- April 26