**Harvest Farms Homeowners’ Association**

[**www.harvestfarms.org**](http://www.harvestfarms.org/)

Monthly Meeting Minutes

May 24, 2017 at 7 pm

Location: 2103 Hammond Ave

**Attendance**

* Board of Directors: Ron Kowaleski, Mark Gillies (VP, Planning & Development), Mike Morency (President), Andrea Michael (Treasurer), Lauren O’Brien (VP, Community & Communications), Melissa Clark
* Members: Andrea Kowaleski (VP, Community Resources), Erik Andersson, Jennifer Brennan (HOA Attorney), Tomas Carroll, Donna Chaney, Michele Carroll, Margot Williams, Joe Tier, Jeff Adams, Susan Adams, Chad Farley, Bill Gallagher, Vicki Gallagher, Jean Woods, Amy Chase Martin, Lynn Woodruff, Mike Whiteford, Cathy Morency

**Discussion Items**

* **President’s Report:** After introductions of the board members and officers as well as members who were present, Mike discussed the officer realignment vote that was conducted by the board members via email in early May (minutes of this vote with specific information can be found on the Harvest Farms website). Ron will be transitioning his treasurer duties to Andrea M. in the coming weeks after her duties are passed to the incoming secretary. Beth Zacharias stepped up and volunteered as secretary after a request for volunteers was made to the community via email and Facebook during May. Nominations were also requested from the members present at the meeting and none were made. Mike made a motion to confirm Beth as the new secretary and Andrea M. seconded. A vote by the 6 board members present was taken and it was a unanimous approval. There was a discussion concerning posting meeting minutes and other information on the Harvest Farms website since that is available to anyone to view. Members had concerns that there may be possible information that should not be published such as financial information. There was a vote by board members to no longer publish meeting minutes on the website and use email only. Mike, Mark and Ron voted yes with Melissa, Lauren and Andrea M voting no. The discussion will be tabled to next month and Andrea M will look into the cost of having part of the website being only accessible by secure log-in. Last month’s meeting minutes were accepted. Jennifer Brennan, HOA attorney, was in attendance at the meeting and introduced by Mike.
* **Quorum/Bylaws Vote:** A spirited discussion was held over the need for the quorum change or any updates to the bylaws. While there were arguments on both sides of the question, there was an insufficient number of votes either made by proxy online or via email or mail, plus any non-duplicated votes present.

While the quorum being requested to change is what is required for membership meetings (i.e. Board Directors, budget adoption), the change itself is actually a bylaw change. Quorum required for this change vote is 75%, or 150 members (199 homes/lots). Further two clerical errors in the documentation: first, documentation referred to a requested 25% quorum, when actually a 15% quorum is being requested. Second, the actual section number in the bylaws that is being requested to change was misprinted; it is actually Bylaws Article III, Section 5. Both will be corrected for documentation purposes. In accordance with the Bylaws, the majority of members present voted in the affirmative to adjourn the meeting until a future meeting at which a quorum is present. As President, Michael Morency stated that the vote will be brought up at the next scheduled meeting of the HFCA on June 28, where, if no quorum is achieved the Corporation *may* invoke the provisions of the Maryland Nonstock Corporations Act § 5-206, which provide for a process when quorums cannot be reached. Details will be sent in a notice for additional meetings.

* **Community Events:** Lauren reported that the basketball meet-up, yard sale and bulk pick-up went well. She will be soliciting volunteer help for the 4th of July celebration (held July 4th from 11am-1pm) in early June.
* **Pond and Playground/Tennis Court Common Areas:** Andrea K. reported that the pond stocking in April seems to have worked as there has been a lot of fishing observed at the pond. The geese have returned to the pond though nowhere near the amount in previous years. The Masters Gardeners have made some donations of flowers for the beds around the pond. Members are asked to not pick the flowers from these beds. Andrea K. is always looking for help working in the beds – please contact her if you are interested. Andrea K. will contact our landscaping company again about fixing the mulch under the swing at the playground.

Regarding research on playgrounds, Mark solicited bids for a number of vendors using the features list generated by the committee of members who volunteered to give input. The cost came in at anywhere from $35k-75K with another 45% for installation costs. He then talked with another vendor who came in $10K below those numbers. An addition of a special needs swing could be added to the existing swing structure for appx. $350. Mark mentioned again about the talk he had with our bank about possible financing for the project. It was noted that this is all being done as preliminary research as the common area consisting of the basketball courts, tennis courts and playground are all going to need significant repair. There are plans to survey the community and work on a 5 year plan in order to prioritize and figure out financing of these major expenses.

* **Treasurer’s Report/Dues Collection**: Ron reported that we are still missing payment of 2017 dues from one home. This same homeowner also did not pay 2016 dues. We have paid out $22,000 in expenses so far in 2017. Depending on the transition of treasurer duties, Andrea M may have a treasurer’s report for the June meeting. Mark also brought up again the *possibility* of using a lockbox through the HOA bank which would allow members to pay their annual dues six different ways. This is at no cost to the HOA.

 **Reminders for Members**

* **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. Members are encourage 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](http://www.harvestfarms.org/architectural-request-form.html)
* **Yard Debris:** Please refrain from blowing or depositing leaves, branches, grass clippings, etc. into the road and neighbors’ property.
* **Trash/Recycling**: Members 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 unless otherwise noted)**

* See website for dates and locations