

BOARD MEETING MINUTES
January 10, 2019
South Carroll Senior and Community Center

ATTENDANCE

BOARD OF DIRECTORS:

Michele Carroll
Ken Hollasch
Jodi Lawrence
Andrea Kowaleski
Scott Walthour

OFFICERS:

Scott Walthour, president
Andrea Kowaleski, vice president
Donna Chaney, secretary
Jodi Lawrence, treasurer

MEMBERS:

Susan Andersson
Chuck Retaliata
Joe Tier
Margo Williams

AGENDA

1. Officer Positions

- The board appointed the following individuals to officer positions for 2019:
President – Scott Walthour
Vice President – Andrea Kowaleski
Secretary – Donna Chaney
Treasurer – Jodi Lawrence

2. Secretary's Report

- The November meeting minutes were reviewed and approved.

3. President's Report

- The goals for the year for the board are for open communication and more community involvement. All residents are encouraged to communicate with the board and participate in meetings and events.
- Meeting dates and locations:
 - The board will hold regular monthly meetings and will announce the dates and locations two months ahead, as much as possible. Possible meeting locations include Carrolltowne Elementary School, the Eldersburg library, and the South Carroll Senior Center. Meeting days will typically be Tuesday, Wednesday, or Thursday evenings.

- **ACTION: Scott Walthour will schedule the Carrolltowne E.S. for the February and March meetings**

4. Vice-President's Report

- Andrea Kowaleski has begun to reach out to residents to serve as block reps and has a number of volunteers already. Volunteers are still needed for Little Barley, Ridge Road, and Windrow Court.
 - **ACTION: Scott will check with a resident he knows on Ridge Road to see if he would be interested in being a block rep**
- Andrea Kowaleski will be developing a packet of information for the block reps to provide to new residents when they move into the neighborhood. The block reps would also help serve as a liaison between residents and the board.
- Andrea Kowaleski is working on starting a garden club to take care of the pond area. She will be offering service hours to teens who volunteer.

5. Treasurer's Report

- Dues collection status – as of today, dues are still outstanding from 42 homes, out of 199. Reminder notices will be sent out in the near future to residents who have not yet paid.
- The treasurer duties will be transitioned from Scott Walthour to Jodi Lawrence this week.
- Budget report – the final 2018 budget is posted on the Harvest Farms website.

6. Committee Reports

- **Architectural, Ground Maintenance, Contracts – Ken Hollasch**
 - **ACTION: The board voted to approve Kevin O'Brien, Mike Morency, and Jean Woods as new members of the Architectural Review Committee**
 - **ACTION: Ken Hollasch will contract the current members of the Architectural Review committee to see if they would like to continue serving on the committee**
 - Open architectural requests:

Address	Type	Action
1950 Blacksmith Drive	Window replacements	Approved
6947 Cable Drive	Deck upgrade/screen porch	Approved
6959 Cable Drive	Deck replacement	Pending; submittal is missing details and will be reviewed at the next meeting

- Contracts update
 - Ken Hollasch is reviewing a proposal for landscaping and grass cutting services from a new company, including ongoing services and ad-hoc, fee-for-service rates.
 - Ken Hollasch is looking into quotes for fixing root issues and parking lot resurfacing at the basketball court/playground and will have proposals to present to the board at the next meeting. He is also looking into contractors to fix the gazebo.
 - A longer-term plan to contact Carroll County about road repair/resurfacing was also discussed.
 - The possibility of allowing neighborhood contractors to advertise on the Harvest Farms website for a small fee was also discussed.
- **Community Involvement and Participation – Andrea Kowaleski**
 - Andrea Kowaleski has heard some concerns about the geese at the pond but there appears to be more at Quail Meadows. It was noted that geese abatement measures would likely be cost-prohibitive and would only mitigate the problem for the current year.
 - A community pond clean-up date will be scheduled in the late winter/early spring. Andrea Kowaleski will work with Ken Hollasch to schedule this.
 - Andrea Kowaleski would like to solicit volunteers to coordinate or help with upcoming events. The board discussed preliminary plans to begin working on the July Fourth event, including checking with the fire department and looking into vendors.
- **Republic Trash Services Liaison – Scott Walthour**
 - Scott Walthour will continue to serve as the neighborhood liaison with Republic. Residents with any trash issues or concerns should email the HOA at harvestfarmshoa@gmail.com rather than contacting Republic directly.
- **Website**
 - Donna Chaney will coordinate with Scott Walthour and will begin taking over the duties of updating the website
- **Street Safety**
 - Concerns were expressed about a recent break-in on Hammond Drive where a burglar entered a house through an unlocked door and stole several items, and other suspicious activity that has occurred recently in the neighborhood.
 - **ACTION: Michele Carroll will coordinate with the Carroll County Sheriff's Department to provide a presentation on home and community safety at an upcoming board meeting.**

7. Upcoming Events

- Christmas tree pick-up: January 4 and 11
- Easter Egg hunt
- Yard sale –Saturday, May 18 (tentative)
- Bulk pick-up – Saturday, May 25 (tentative)
- Spring park/pond clean-up
- July 4th parade and festival
- Fall block party/bonfire – tentative

8. Open Discussion

- Open discussion
 - The 2018 holiday light competition was very successful and had a number of winners who all received street signs.
 - Chuck Retaliata provided the final proposals he received for the shed and fence that the previous board considered. The shed proposal from Rockland Woodworks is \$1,804.92. The fence proposal is \$2,950.
 - A resident has offered to store the HOA materials in their shed.
 - **ACTION: the board tabled the issue of the shed and fence until the next meeting, when it can be discussed in more detail**
 - A possible newsletter in the spring was discussed. The board will look for volunteers to help write/publish the newsletter.
 - It was noted that Chrissy Elliott (a resident on Ridge Road) has started a dog-walking business.

9. Upcoming Meetings

- February 28
- March 28

The meeting was adjourned.

BOARD ACTIONS

ITEM	Board Member	For	Against	Abstain	Absent
Approve the November 29, 2018 general meeting minutes Motion: Ken Hollasch Second: Michele Carroll	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ken Hollasch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Jodi Lawrence	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Andrea Kowaleski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Scott Walthour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VOTE RESULT	PASS	6	0	0	0

ITEM	Board Member	For	Against	Abstain	Absent
Approve the appointment of Kevin O'Brien, Mike Morency, and Jean Woods to the Architectural Review Committee Motion: Ken Hollasch Second: Michele Carroll	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ken Hollasch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Jodi Lawrence	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Andrea Kowaleski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Scott Walthour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VOTE RESULT	PASS	6	0	0	0