

**Habitat 1 Section A
Board Meeting Minutes
October 30, 2023**

The Board of Directors meeting of Habitat 1 Section A was held on Monday, October 30, 2023 at 7:00 PM via Zoom conference call.

Present:

Dick Olney	President
Larry Thomasson	Vice President
Patrick Schmitt	Treasurer
Scott Gibson	Secretary
Savannah Collier	Brodie Management

- I. **Call to Order:** Mr. Olney called the meeting to order at 7:00 pm. A quorum of the Board was established.
- II. **Minutes:** Mr. Olney made a motion to approve the September 28, 2023 meeting minutes as presented. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried. Mr. Olney made a motion to approve the closed session meeting minutes from September 28, 2023. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
- III. **Brodie Management's Operations Report:**
 - There was 1 resale package released on October 10, 2023 for 2062 Aberdeen Drive, Velten. Ms. Elmore provided a statement to put in the resale regarding the fireplace. Ms. Collier confirmed the unit closed on October 10, 2023.
 - There are no new violations. Pending violations discussed in closed session.
 - 1720 Leisure Gutters/Downspouts – The owner of 1724 Leisure called Management about work done on the gutters at the end of September. Ms. Collier found out that Chesapeake completed some form of gutter work on September 29th without any authorization. Ms. Collier originally called Chesapeake to provide a proposal, Gus reported the initial installation was incorrect and Ms. Collier again asked for a proposal including Gus' recommendations. Management never received a proposal or pricing. Ms. Collier is in the process of disputing payment. Mr. Olney stated no money should be paid for unauthorized work. Ms. Collier will be out this week to take pictures of the work that was completed. Ms. Collier will forward Katchmark's email to the Board after tonight's meeting. The Board agrees they want the larger gutters (5" opening 4" depth) used moving forward.
 - Cleanouts – DrainPro does not install cleanouts, they only identify the location. Frank with NAC contacted a plumber who provided a cost of \$1,350. Ms. Collier requested a written proposal detailing what the \$1,350 covers. Alpha plumbing has not responded to Ms. Collier's request for a proposal; Ms. Collier will follow up. NAC is not needed for this project, only DrainPro and a plumber.
 - Management is scheduling a walkthrough with Carlson next week. Once Chris responds with a day/time, Ms. Collier will forward the information to the Board.
 - GMC Paving – All work completed as of October 16th. The invoice is pending.
 - 1720 Leisure landscaping– Justin with Patapsco sent a response to the Board's questions on October 6th. The responses are included in the Board package. Mr. Olney and Mr. Schmitt agree once the gutter situation is figured out, the landscaping work needs to move forward. Mr. Olney was satisfied with Justin's responses. Mr. Schmitt made a motion to

accept the drainage proposal, but it is not to be executed until the issue with the gutters is resolved. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.

IV. Old Business:

- Budget – No owner comments have been received in response to the mailing about the proposed fee increase for 2024. Mr. Olney mentioned the possibility of setting a standard, small increase every year to cover inflation and build the reserves. Having a small increase planned for yearly could prevent the need for a large increase in the future.
- EV charging station- Ms. Elmore's initial response was that a private outlet is not a charging station under the law, but that does not mean the outlet cannot be approved. The law does not require permitting an outlet, it requires access to an EV charging station installed to code. Ms. Elmore is preparing a write-up after reviewing Habitat's documents and considering the implications of approving the outlet. Once received, Mr. Schmitt will forward Ms. Elmore's write-up to the Board.
- Termite Inspection Rule – Mr. Schmitt will forward the proposed draft from Ms. Elmore to the Board.

V. Financials:

- There appears to be enough cash in the operating account to cover the GMC bill. Mr. Schmitt needs to look into what transfers are needed to balance the operating/reserves due to/from. A transfer may be needed. The goal is to have any needed transfers completed by the end of the year for a clean audit.

VI. New Business:

- Management should be prepared to send the call for nominations and annual meeting notice out in early December. There are two Board members with expiring terms this year, Mr. Olney, and Mr. Gibson.

VII. Adjournment: With no further business to discuss, Mr. Thomasson made a motion to adjourn the meeting at 7:49 pm. Mr. Schmitt seconded. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A is scheduled for **November 16, 2023 at 7:00 p.m. via Zoom conference call.**

These minutes were recorded and transcribed according to accepted business practice and were read/edited for accuracy by the Board prior to distribution.
Habitat 1 Section A, October 30, 2023

Approved as written: Richard Olney Date: 11-12-23

Approved as amended: _____ Date: _____

Minutes respectfully submitted by Brittany Stoltzfus.