

Habitat 1 Section A
Board Meeting Minutes
December 19, 2024

The Board of Directors meeting for Habitat 1 Section A was held on Thursday, December 19, 2024 at 7:00 PM via Zoom conference call.

Present:

Dick Olney	President
Larry Thomasson	Vice President
Patrick Schmitt	Treasurer
Scott Gibson	Secretary (present at ~7:30 pm)
Andrea Merchant	Brodie Management
Brittany Stoltzfus	Transcriber

- I. **Call to Order:** Mr. Olney called the meeting to order at 7:05 pm. A quorum was established.
- II. **Minutes:**
 - Mr. Olney made a motion to approve the November 21, 2024 Board meeting minutes as presented. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
 - Mr. Olney made a motion to approve the November 21, 2024 Closed session minutes as presented. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
- III. **Financials:** There was nothing to report for open discussion. Confidential items deferred to Closed Session.
- IV. **Management Report:**
 - BGE Audit – Ms. Merchant spoke with BGE yesterday regarding an electric account that has not been billed for the 2048 Friendly building. It appears the renter, Bennett Nadash, opened a new account November 3, 2022, and since then the Association bill has not been received. Mr. Schmitt drafted a letter to be sent to the owner to gather more information on the invoices being received/paid by the renter. Mr. Olney will look at the meter stack tomorrow and record all the meter numbers. BGE should never have allowed someone else to take over/remove Habitat from the account. Once the meter numbers are known, Ms. Merchant should contact BGE again to confirm accounts for each meter, and the Board will discuss what steps are needed to correct any billing errors. Mr. Schmitt made a motion to have Ms. Merchant sign and send the drafted letter to the owner of 2048 Friendly Place. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
 - Drain Pro – Drain Pro was finally able to work out a time with the owner for the green bronco to be moved so the jetting can be done on the last cleanout. This will be completed on Friday.

- 2050 Ceiling Repair – Roger McGraw was able to schedule with the owner to complete the ceiling repairs on Friday.
- Snow List – The Board reviewed the list of properties that Ruppert should treat for snow/ice. Two units have new residents and no longer need to have their sidewalks cleaned by the Association. Mr. Schmitt made a motion to remove 2061 Happy from the snow removal list. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried. Mr. Schmitt made a motion to remove 1731 Leisure from the snow removal list. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried. There is one additional error that needs to be edited, 2051 Friendly should be 2055 Friendly.
- NCR Towing – The owner has been dealing with some health issues, so the sign installation has been delayed. NCR has a few of the signs in stock and will be installing them soon; they are working on ordering the remaining signs.
- Nail Pops – The repairs are complete. The owner has requested Ms. Merchant to call her regarding the swale collecting water and the potential need to mark the area to protect any liability. There was discussion about whether that swale holds water. Anne Arundel County's website does not list any requirements to mark/fence off a swale of this size. Mr. Olney noted this is something to be aware of and look into.
- 1719 Aberdeen Court – The owner reported repairs are needed to the sidewalk. The Board is aware of the issues with the sidewalk, it is on the list to be addressed.
- Leaf Collection – Ruppert stated they would be out tomorrow for the final leaf collection. Ms. Merchant will follow up.
- Landscaping Rejuvenation Project – There was discussion of when the rejuvenation project should be done, Ruppert suggests early spring. The report only lists 17 of the 27 buildings. Mr. Olney would like a full report on all buildings, noting buildings that only need regular pruning vs those that need to be part of the rejuvenation project. The proposal that had previously been approved may not be complete depending on Ruppert's response about the other 10 buildings. Mr. Schmitt made a motion to cancel the proposal approval until Ruppert provides clarification that the proposal is complete. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.
- Annual Meeting Notice – A copy of the Annual Meeting notice was provided in the Board package. There was extensive discussion about concerns with the current mailing process and if mailings are being sent to the correct address for owners. Mr. Schmitt did not receive the Annual meeting notice or the proposed budget, but his tenant received the coupons which should have been sent to Mr. Schmitt's off-site address. Ms. Merchant has confirmed the correct address is on file for Mr. Schmitt. Mr. Olney asked if there was a way to cross-check what is printed vs what is actually mailed. In addition to the mailing concerns, Mr. Schmitt received a budget that was not the one approved by the Board. The budget received with the coupons was in a completely different format. Mr. Schmitt will send Ms. Merchant what he received, and she will check into it.
- 1735 Leisure Roof – It appears the contractors were able to temporarily repair the leaks with the plan to have the roof replaced in early 2025. The price from Katchmark is pending.

- V. **Adjournment:** With no further business to discuss, Mr. Olney made a motion to adjourn the meeting at 8:04 pm. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A is scheduled for January 16, 2025 at 7:00 PM 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, December 19, 2024

Approved as written: Richard B. Olney Date: 01-16-2025

Approved as amended: _____ Date: _____

Minutes respectfully submitted by Brittany Stoltzfus.