

# Howe Farms BOD Meeting Minutes

## March 16, 2022

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### Meeting called to order at 6:03 PM

#### Quorum

Scott Curtis    Samantha Applin    Emily Klotz    Kara Plank  
Gene Tromly    Mark Wilhelm    Kathy Cato

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#### Scribe

Samantha Applin

**Hearings** – There were three scheduled hearings. One resident was present.

**Agenda** – Approved

**Review of Minutes from the January 19<sup>th</sup>, 2022, February 2<sup>nd</sup>, 2022, February 16<sup>th</sup>, 2022, and March 7<sup>th</sup>, 2022, meetings** – The minutes were approved.

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#### Reports:

- President – Dr. Curtis will send a letter to the resident, present at the hearing, informing them of the board's decision regarding their ACC violation.
- Vice President – No report.
- Treasurer – Mrs. Klotz confirmed the final budget and distributed it to the board prior to the meeting in preparation for the upcoming annual meeting.
- Secretary – No report.
- Architectural Control Committee – Mr. Wilhelm reported on the status of active and resolved ACC violations.
- Common Grounds – Mr. Tromly reported on the status of the serpentine wall repair. He will provide further updates in the upcoming meetings, as needed. He reported that one street sign was broken and the board approved of its replacement. Also, Mr. Tromly informed the board that a generous resident has provided a shed for the community garden.
- Membership/Neighborhood Watch – Mrs. Cato reported on the status of the annual meeting package contents, particularly the ballot and notice/agenda. She will finalize the package contents and send them to Dodson Property Mgmt. for distribution to the residents.

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**Open Forum** – One community member was present.

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### **Old Business**

- 2022 Annual Budget – Finalized and approved.
- 2022 Annual Meeting – Discussions completed.
  - The 2022 Annual Meeting will take place on **Wednesday, April 20, 2022.**
  - Location & Time: **River Birch Shelter, Gosnold's Hope Park at 6:00 PM**
- The board approved a motion to allow \$1500 for repairs to the serpentine wall (Harris Creek Rd.) for the cracked bricks and to re-point the mortar grouting. Mr. Tromly will provide updated on this repair work, if necessary.
  - The board approved a motion via email to allow \$1600 for repairs to the serpentine wall (Harris Creek Rd.) instead of the original \$1500, due to additional bricks that were cracked and required repair and replacement.

### **New Business**

- The board approved a motion to allow \$300 to Mr. Tromly for the street sign replacement.

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**The meeting entered executive session 6:04 PM for the scheduled hearings.**

**The meeting returned to regular session at 6:32 PM.**

**Items Reported from Executive Session** – During executive session, a motion was approved by the board to reimburse up to \$100 to the resident to resolve the ACC violation. A letter will be sent to inform the resident of the board's decision. The board approved another motion to send a letter to the resident who was absent for their scheduled hearing. This resident will have 14 days to resolve the ACC violation, after which the resident will be fined until the violation has been resolved.

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**Meeting Adjourned at 7:13 pm.**

**The next Board of Directors' meeting will be held on April 13, 2022, at 6:00 pm.**