



APPLEGATE, A CONDOMINIUM

Special Board Meeting | Monday, May 23, 2022 | 7:00 PM

Meeting Minutes

I. Call to Order

The Special Meeting of Applegate, A Condominium Association was called to order and recorded via Zoom at 7:00 pm with Bernetta Reese, President & CEO presiding.

II. Roll Call

Madame Secretary conducted the roll call of the Board. All members were present and a quorum was met. Board members present: Bernetta Reese, Brandon Walker, Bonnie Lundy and Natalie Bennett.

III. Adoption of the Agenda

The agenda was adopted as presented by unanimous consent.

IV. Board Meet & Greet

a. Introductions

Madame President introduced the members of the board and read a short bio of each member.

V. Announcements

a. Disclosure of Closed Meeting on May 18, 2022

By the authority granted under Article IV. Section 13. (b) (ii) of the Bylaws and Section 11 -109.1 of the Maryland Condominium Act, the Board of Directors held a closed meeting on Wednesday, May 18, 2022, at 5 pm via Zoom. The purpose of the meeting was to conduct training for the board.

b. Board Vacancies

Madame President provided a call for volunteers/committee members.

Madame President announced the resignation of Board Member Cynthia Chase. Per Bylaws Article V Section 7 VACANCIES - Vacancies of the board of directors caused by any reason other than the removal of a Director by a vote of the membership, shall be filled by vote of the majority of the remaining Directors, even though they may constitute less than a quorum; and each person so elected shall be a Director until a successor is elected by the members at the next annual meeting to serve out the unexpired portion of the term.

The board will be electing and appointing someone to fill the vacancy on the board, and at the next Annual Meeting (2023) an election will be held for someone to serve out the remainder of the term

c. Committees & Volunteer Recruitment

Madame President put out a call for volunteers for the following committees:

- Covenants Committee
- Finance Committee
- Governance Committee
- Outreach Committee

Per the community's Bylaws, the Covenants Committee is mandated. Until this committee is established by volunteers, the Board of Directors will serve as the default committee.

Full description of the committees can be found via the link on the screen and via the chat. Deadline to submit interest for both the board vacancy and the committees is June 3. Additionally, a notice will be sent during the week with information pertaining to the board vacancy, committee opportunities and the board meeting schedule.

Special note: all committee members must be in good standing with a current mailing address on file.

d. New Board & Community Emails

Madame President provided contact information on how to reach out to the board and general community and non-urgent matters.

- Board Email: applegateboard@gmail.com
- General Community/Non-Urgent Matters: applegatecommunity@gmail.com

Reminder - all communications should be respectful and allow up to 48 hours for response times.

VI. Listening Session and Open Forum

a. Ground Rules

Madame President provided the ground rules for the Listening Session and Open Forum.

b. Resident Comments & Questions

Valerie Harper - not present

Angela Angela (Crab Apple Court) - upkeep of the community - work together to keep our neighborhood beautiful. Expressed concern about landscaping and powerwash of homes. Leaves on end unit - and home is constantly flooding (submitted ticket)

Wallace Johnson (Crab Apple Court) - wanted to run, but was unable to attend the meeting. Discussed issues that have been inherited within the community. Would like to see community beautification, security committees, etc. Expressed concern about dumping within the community.

Carolyn Harrison - expressed concern about roofing for her home. What is the timeframe for roof repairs? Steps and Rails are in need of repair. Landscaping - trees with deep roots and may need to be removed and replaced. Window

Box - exterior fixture within the home - can be taken care of by property management. Would like to volunteer with the committee.

Catherine Walfall - follow up from last meeting, submitted email communication to CSG about adding their contact information to receive notice. Ms. Walfall needs access to the portal. Provided email and website address.

Brenda Gordon - will all of the roofs be replaced within the community. Board needs to investigate what has been done, and what still needs to be completed.

Glenda Dupree - did not realize there is a homeowner association. Would like to know what she can do and not do on and within her property. Can we provide a document/cheat sheet? Does not have a good experience with CSG (disrespectful, no return call, etc.) We will try to provide a document of the roles and responsibility of the board, Property Management, etc.

Lisa Richardson - not present

Betty Ward - not present

Debbie Dawkins - interested in participating on a committee, current parking policy - is the parking being enforced at this time? Currently, at this time Parking Passes are not being enforced at this time. Outside of that regular enforcement is being enforced.

Lisha Throne (Candy Apple Lane) between 1 am - 3/4 am on the weekends there is a lot of noise. She has called the police to be proactive. Be mindful and courteous to our neighbors.

Victoria Johnson - not present

Kevin Syndor - who is associated with the cost for the documents retrieved with Homewise. Spent over \$300 for a one-page (yes/no) check list. Is there a form, app, or website that Applegate Residents can use to communicate with others? We will follow-up on question number 1. We do not have a formal community platform for communication, but will add to the board action item list.

Paulette Turner - have we set goals/objectives for the remainder of the year. Board is working on them.

Denise Blount - brand new to the community (less than a month). How do we go about finding our assigned parking space? Brenelle stated that she doesn't have a listing of the number space. She would like to know what her space is. Request to have her send an email to the board with contact information so the board can investigate.

Deitra Payne - would like to volunteer

Brenda Gordon - when will the homes be power washed?

Catherine Simmons - My windows need replacement due to condensation and

I am looking into replacing my windows. Does our windows need to be uniformed throughout the community? Also, is the board aware of the vacant homes throughout the community?

Kenneth Timmons - have some lights blinking on and off to where the area is pitch black dark. Is there anything in the bylaws that stipulates that we can't put up some type of fencing in our yards. (temporary fix - placed a stake in the yard/put on deck) Suggested that he contact 311 regarding the lightning. Pets are required to be on a leash (County-wide policy).

Glenda Dupree - how can you lose your parking space? There used to be a policy - If you were delinquent with payments - then you could lose your space. Property being powerwash - the board is looking into this as we prioritize its lists.

Erlita James - when will the audit be completed? It is done at the end of the fiscal year. If management does not have a list of parking spaces and their owners how will we distribute the parking passes? Response - records may not have been transferred.

Paulette Turner - how long should we wait to hear form

Michael Freeman (4312/4314 Apple Orchard) - has trees hitting units, and has them trimmed. Neighbor has submitted a ticket via portal, but no response. Board will follow up on the status. Branches are now hitting both units' windows. Brandon will come by and take a look at the property.

Geraldine Woody - Mattress in backyard of property - requested to be put in the portal. Windows - who is responsible for the upkeep? Brandon addressed that and has made an assessment within the community, and we are actively looking into the concerns.

Catherine Simmons - looking into getting a contractor to replace windows. Is that the responsibility of the homeowner, and if so, do they have to be uniformed? Response - the bylaws do address and can be interpreted differently. It needs to be determined if this is a project that needs to be addressed by the board. If she moves to have the project completed will she be reimbursed - this can't be promised, and will have to be reviewed by the board. Is the board aware of the vacant properties?

VII. Adjournment

Without objection, the meeting was adjourned at 8:33 pm.

These minutes were approved by the Board of Directors.

Natalie N. Bennett
Natalie Bennett, Secretary

06.08.2022
Date

Bernetta Reese
Bernetta Reese, President

Date