

**Plantations Two Community Association**  
**HOA Board Meeting Minutes – Dec. 8, 2022**

*(In Person Meeting held at Woodfield Elementary School)*

**Attendance:**

**Board Members:**

Susan Hatter, President      Cheryl Yost, Vice President      Jennifer Wrona, Treasurer  
Judy Stephenson, Secretary      Daniel Thorpe

**Community Members: (Homeowners & Guests):**    *Jeson Jaxon*      *Joan Maxin*      *John Stewart*  
*Rosemary Dove*      *Gene Dove*

**Open HOA Board Meeting – Susan Hatter**

**Minutes:**

1. Call for questions or revisions to the Oct. 6, 2022, HOA Board Meeting minutes.
2. Motion was made to approve the Oct. 6, 2022, HOA Board Meeting minutes. Motion was seconded and carried unanimously.

**Treasurer’s Report – Jen Wrona reported:**

1. Monthly Financial Report was distributed to the Board prior to the meeting. Board members present signed the required form acknowledging that they reviewed the December 8, 2022, financial statements.
2. The audit for the year ending November 2021 is complete. Jen will email it to the board in the next few days. Our fiscal year ended November 30, 2022. Homeowners’ dues were due on December 1st and dues collection is going well.
3. Titus Trash included a 10% fuel surcharge in the October and November bills. The price of gasoline has gone down, but the price of diesel, which is required to run the trash trucks, is still high.
4. Jen asked for questions on the financials. There were no questions.

**Other:**

Boy Scout tree sales are ongoing on weekends in the pool parking lot.

**Pool Updates –**

1. Pool Management Contract Draft RFP: received three proposals for pool management. Pool committee will select a date to review the proposals. Costs range from highest at \$112,000 to lowest 84,500.
2. All pool closing tasks have been completed.

**ACC Updates – Cheryl Yost reported:**

1. Completed 2 new resale inspections since last meeting and 1 certificate in progress.
2. A previous resale has been removed from market by the owner.
3. Did not receive any new Property Improvement requests since the last meeting.
4. Discussed adding a community area map and listing of schools to the Resale Package.

**Grounds Committee – Daniel Thorpe reported:**

1. Wrapped up fiscal year, taking care of dead and dying trees.
2. New plantings went in on White Pillar Terrace. Took out three oak trees and 6 arborvitae and landscaped around mailboxes and center triangle. Two residents complained about the trees getting cut down. Several neighbors had requested repeatedly that the arborvitae be removed, and they were getting to be an eyesore. The oak trees were in various states of decline most likely due to bacterial leaf scorch. Board members expressed concern that the area could potentially get muddy after rains and questioned whether grass seed and straw could be put down. Daniel indicated that the roots existing in this area will make it difficult for grass to grow and that there will be a re-evaluation in the spring to determine if additional work should be done.
3. While spending on grounds will be under budget for the year, the community is falling behind on tree maintenance -- deferred about \$12,000 of pruning.
4. A homeowner complained about the mulch that was put down in the playground, indicating that the filter cloth is coming through and the mulch is thin. Daniel offered to go with homeowner to look at playground to rake the mulch and re-tuck the fabric. On the day they met, it was cold and wet and it was not possible to move the mulch. After researching the issue, Daniel found that the recommendation is for very thick mulch. However, adding too much more would require building up the border or crowning the mulch. Will look at the townhouse areas to see if more mulch should be added to the islands. Will be starting this work in March, depending on the weather.
5. There continues to be a concern about homeowners taking leaves and placing them at the edge of the woods. People in townhouses are pushing leaves to the island for C&C to pick up. This increases costs for everyone.

**Plan for Name Change vote:**

1. Cheryl suggested that we should do a mailed directed voting ballot to the homeowners and not any type of online voting. She provided costs based on use of existing supplies and doing the printing herself. She volunteered to handle the mailing project.
  - a. She reported that a mailer would include a cover letter and postcard ballot and cost approximately:
    - \$287.00 without return postage for ballot, and
    - \$420.00 if we include return post on the postcard ballot.
2. Susan suggested an alternative approach to gather feedback via Google sheets. This approach would limit each email address to one vote. A report could be generated that would indicate the results of the voting. Each home is limited to one vote only, however, there are multiple email addresses per home. Board members expressed concern that this approach could result in more than one vote per household and would be difficult to reconcile.
3. A motion was made to use a printed postcard with a return mailer (postage paid). The motion was seconded and approved unanimously. An eblast will be sent in advance, alerting the community that the ballots will be mailed and providing additional information about the effort.
4. Community members commented that there are still unanswered questions about the name change, mostly related to the cost. The board agreed that there should be an explanation about the difference between operational and capital expenses. The biggest cost associated with a name change would be replacing the monument signs at the entrance to the neighborhood. This would be a capital expense and would be paid out of capital reserves which would not impact current dues.

- a. It was noted that the recent capital reserve study indicated that the signs have about 8 years of useful life remaining at which time they would need to be replaced. If the community voted to change the name, the replacement would become a priority and would be paid out of existing capital reserves; or an alternative would be to defer replacement of the signs until they have reached the end of their useful life.
  - b. The name committee suggested some alternatives for reducing the cost to homeowners. One suggestion was to find a funding source that would pay cost (such as a grant). Since the Homeowners Association is a corporation and not a non-profit, grants are not a viable option. There is also no mechanism for the association to accept donations for this purpose. Another suggestion was to simply remove the signs. Since the signs are a capital asset, removing the signs would require a separate vote.
  - c. It was suggested that any communication to residents about the vote should include an explanation as to what next steps would be if the community votes to change the name.
5. There is an outstanding question about whether community homes owned by the Housing Opportunities Commission should be included in the vote. The HOC has not responded to repeated requests about whether they would vote on the issue. Some board members feel that the houses owned by the HOC should be included in the vote. Other board members felt that these homes are not owned by individuals, but rather by a government entity and should not be included in the vote. The discussion was tabled, and Susan will ask our attorney.
  6. Discussed either using a service to count the ballots (costly) or have a name committee member and board member count the ballots together. Decision made to go with the latter option.

**Girl Scout yard sale request** – The Damascus Cadette Girl Scout troop has asked if they can use the pool parking lot for a yard sale in May (or another date that would be convenient to the community). Susan will call and get more details about exactly what they want to do.

### **Board Member Resignation**

Due to the recent resignation of an at-large board member, there are now two open spots on the board. Cheryl reviewed the process for appointing and electing board members. Susan asked if anyone was interested in filling these positions.

- Community member Jeson Jackson expressed an interest in joining the board.
- A motion was made to appoint Jeson to the board. The motion was seconded and approved unanimously.

Susan noted that Santa is coming through on December 22.

### **Meeting Adjourned**

#### **Currently Scheduled HOA Board Meeting Dates:**

January 12, 2023

February 9, 2023

March 9, 2023

April 13, 2023 (Annual meeting)

May 11, 2023

June 8, 2023

*Dates subject to change – Updates will be posted on the community web page at **PlantationsTwo.com** and the sign board at the entrance to the neighborhood.*

*Meetings held at Woodfield Elementary School, 7:00-8:45 pm, unless otherwise posted.*