

**Plantations Two Community Association**  
**HOA Board Meeting Minutes – February 10, 2022**

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

**Attendance:**

***Board Members:***

Cheryl Yost, Vice President	Jennifer Wrona, Treasurer	Judy Stephenson, Secretary
David Gonzalez	Drew Lowe	Daniel Thorpe

***Community Members: (Homeowners & Guests)***

Chris Goodrich    John Stuart

**Meeting Opened** – Cheryl Yost managed the meeting as Susan Hatter was unable to attend. Cheryl welcomed the group and asked if there were any topics to add to the agenda.

**MINUTES:**

1. Call for questions or revisions to the January 13, 2022 minutes.
2. Since there were no questions or comments a motion to approve the minutes was made, seconded, and carried unanimously.

**TREASURER’S REPORT:** Jen Wrona reported:

1. **Financial Report** was distributed to the Board prior to the meeting and the board members present at the meeting signed the form acknowledging that they reviewed the February 10, 2022 financial statements. There was a correction noted and the reports will be updated.
2. The 2020 financial audit has been completed.
3. Doing well with dues payments, most have been paid. Outstanding dues consist mostly of owners who are making multiple payments.
4. The amount of \$44,600 was transferred from the M&T expense account to the PNC money market as part of our annual contribution to the Capital Reserves fund.

**OLD BUSINESS:**

1. **Playground lights** – Jeff Stone with Playground Specialists, Inc. provided a video demonstrating how to install solar lights at the playground. The Board is requesting two lights and will do the installation.
2. **Capital Reserve Contract Update** – The contract was signed, and the deposit made. Susan Hatter has been in touch with Association Reserves and will schedule an initial meeting to discuss the process. There will be a walkthrough of the community in about 8 weeks. The board needs to complete information regarding the history of work that has been done and contractors that did the work.
3. **Trash Contract Update** – Titus Trash will begin service on March 4. Pickup days will change to Tuesday and Friday. Potomac Disposal’s last pickup is Monday, February 28. A flyer detailing changes will be sent by email, posted on sign board and web site will be updated.
4. **County Traffic Study** – Hoang Nguyen with the Montgomery County Department of Transportation called for clarification on No Parking signs and is working on final recommendations.
5. **Boy Scout Mulch Sale** – The sale will be on March 26-27, 2022. Deliveries will be Tuesday, Wednesday or Thursday – they will give us notice. Information will be posted on the sign board

and included on the Trash Flyer sent by email and mailed to residents that have not provided an email address.

**COMMITTEE REPORTS:**

**ACC Committee** – Completed 3 resale inspection certificates, 1 revision pending and 1 ACC approval.

**Pool Committee** –

1. Outside Pool Memberships - Cheryl and Jen completed revisions on billing inserts, copies will be made, and Lynn will mail with the invoices the week of February 14.
2. Cheryl will post new forms and information on the web site. New access tags and visitor’s cards will be created and ordered.
3. Swim Team - Dave Gonzalez reported the first MCSL (Montgomery County Swim League) meeting is coming up and expects the county will go back to pre-COVID procedures. Dave will contact swim team manager for 2022 season updates, and request potential timeframe for them to meet with the pool committee.

**Name Committee – Chris Goodrich, Chair**

Discussed informational flyer that was submitted to the Board for approval. What else to include – how the process will work. The committee asked if the Board could create a new email address on the HOA email account for the committee. Board suggested that the committee use a Gmail account instead, since an email on the existing system would require the purchase of an additional domain name for the email and to keep the emails separated from board account. The committee will identify a date for a community meeting after the flyer is approved. The name meeting will be a separate meeting from a board meeting. The Board will provide their feedback on the first flyer by February 24. Board stated that 60% of the community will have to vote in the affirmative and only owners can vote (one vote per house and in good standing).

**Grounds Committee** – Potential dates of March 5 or 19 for the committee to do a community walkthrough with Daniel Thorpe is pending. Reported that we’re at ~30% of the budget for snow removal (year runs until November 2022), and trees are ~25% of budget.

**Meeting Adjourned**

**Currently Scheduled HOA Board Meeting Dates:**

*Dates are subject to change – check web or sign board for changes.*

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

March 10, 2022	April 21, 2022 (Annual)	May 12, 2022	June 9, 2022
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