

Montgomery West HOA
Annual Board Meeting Minutes
November 14, 2023

The Annual HOA meeting was held via Zoom and called to order at 7:12pm by President, Maureen Serieux.

Board Attendees: President, Maureen Serieux, Vice President, Jim Horton, AERC Chair, Kathleen McClure, Treasurer, Sundar Chockalingam, Secretary, Thelena Williams, and Member-at-Large, Kate Grigoreva

Members Present: Denise Blanchard, Pia Fuller, William Roberts, and Janet Fujikawa

Proxy Ballots: In lieu of attendance at the annual meeting the Board received a quorum (19 ballots) for casting

Approval of Minutes: Due to COVID-19 restrictions all minutes for 2023 viewing were shared with HOA Members via the website. Minutes from September 18, 2023 were tabled due to requested correction by Sundar Chockalingam

Treasurer's Report: Sundar presented the Balance Sheet, Profit & Loss along with the proposed 2024 Budget as prepared by the Bookkeeper. Sundar stated there were 6-8 delinquent Owners and the HOA fees would not require an increase; however, much discussion was made to use the Capital Reserve Funds to pay for upcoming repairs to sidewalks and paving in front of the townhouses. Sundar also asked for an increase of \$100 per quarter to Bookkeeper's fees. Motions was made by Kathleen and seconded by Jim to approve all financial reports as presented and to increase the Bookkeeper's fees per quarter. Motion was carried and approved.

AERC Report: Kathleen stated there was a roof was replaced and the last survey reflected most violations were corrected.

Davey tree removal: A tree removal quote was approved in a prior meeting from Davey, however, Maureen was waiting for response as to when they would be available

Other Business:

- **CD:** Two banks were looked into, Forbright Bank which would require setting up a relationship and Wells Fargo which the HOA does business with, however, Sundar stated it would be a moot point with the upcoming capital repairs
- **Payment to Lawyer:** Nothing currently due payable
- **Parcel Land:** Sundar stated he still had not had a chance to look into the parcel land issue. Member Roberts stated for the last several years he has asked the Board to make the Association's lawyers aware of the situation and to seek a preliminary legal opinion about whether the Association has any kind of liability or legal jeopardy with the barriers erected and the ongoing mowing done for the past 15 or so years by the neighboring HOA on Centerway Road
- **Sidewalk Repair Quotes:** Two quotes were presented by Jim; O'Leary Asphalt and American Paving & Striping, however, there was a large discrepancy between the two quotes and he stated he needed more time to investigate and he would get back to the Board
- **Auditor:** Tax returns were filed for 2022 and Sundar was waiting for an update on the audit
- **2024 Contracts:** Refuse services increased in 2023 with an anticipated change of cost to their gas charge; lawncare services will need to be reviewed for 2024

NEW BUSINESS:

Motion was made, carried and approved for the following:

2024 Board: Kate Grigoreva, President, Jim Horton, Vice President, Sundar Chockalingam. Treasurer, Thelena Williams, Secretary. Kathleen McClure, AERC Chair, Maureen Serieux, Member-at-Large and Pia Full, Member-at-Large

CCOC Training: Newly elected Board members were reminded of the required training

There being no further business to discuss the meeting adjourned at 9:00pm