**GREENBELT STATION MASTER ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**Wednesday, April 6, 2016**

**7:00 P.M.**

**Academy 8 Stadium Theatres, Greenbelt Plaza Shopping Center**

**Greenbelt Road, Greenbelt, Maryland 20770**

**Board Members Present**

Mark Bailey, President

Justin Frye, Vice President

Will Yakel, Secretary/Treasurer

**Others Present**

Susan Blackburn, President/Owner

Community Association Management Professionals (CAMP)

Members at Large

**Call To Order:**

Mark Bailey called the meeting to order at 7:00 P.M.

**Introductions:**

Mark Bailey introduced the members of the Board of Directors and Susan Blackburn from CAMP and explained how the meeting would be conducted. He then introduced Kap Kapastin, owner of the Greenbelt Plaza Shopping Center, and thanked him for making the facility available for the meeting. Kap Kapastin thanked everyone for attending and spoke for a short while about shopping center activities.

**Action Items:**

Approval of the 2016 Budget

Mark Bailey moved to ratify the approval of the 2016 Budget. The motion was seconded by Will Yakel and approved by a unanimous vote.

Approval of Trash Contract

Mark Bailey moved to ratify the approval of the 2016 through 2018 trash removal contract with Advantage Waste Removal. Will Yakel seconded the motion which passed by a unanimous vote.

Termination of Tidewater Management Agreement

Mark Bailey moved to ratify the termination of the Management Agreement with Tidewater Property Management effective December 31, 2015. Will Yakel seconded the motion which passed by a unanimous vote.

Approval of CAMP Management Agreement

Mark Bailey moved to ratify the approval of the Management Agreement with Community Association Management Professionals (CAMP) for a three (3) year term effective January 1, 2016. Justin Frye seconded the motion which passed by a unanimous vote.

Approval of Landscape Contract

Mark Bailey moved to ratify the approval of the Agreement with JAMS Lawn & Gardening for a three (3) year term beginning January 1, 2016. Justin Frye seconded the motion which passed by a unanimous vote.

Approval of the 2014 Audit

Mark Bailey moved to ratify the approval of the 2014 audit as submitted by Strauss & Associates. Justin Frye seconded the motion which passed by a unanimous vote.

Approval of the 2015 Audit Engagement Letter

Mark Bailey moved to ratify the approval of the 2015 Audit Engagement Letter from Strauss & Associates in the amount of $1,500. Justin Frye seconded the motion which passed by a unanimous vote.

Approval of Solar Panels – 5301 Stream Bank Lane

Mark Bailey moved to ratify the approval of the application for 5301 Stream Bank Lane for the installation of solar panels. Will Yakel seconded the motion which passed by a unanimous vote.

Approval of Doody Calls Agreement

Mark Bailey moved to ratify the approval of the Agreement with Doody Calls for pet station services. The installation of the pet stations is to be paid from Reserves and the cleaning services are to be paid from the operating budget. Will Yakel seconded the motion which passed by a unanimous vote.

Approval of Resolution No. 2016-1, Delinquent Assessment Collection Procedure

Mark Bailey moved to approve Resolution No. 2016-1, Delinquent Assessment Collection Procedure as presented. Justin Frye seconded the motion which passed by a unanimous vote.

**Development Update**

Justin Frye of Woodlawn Development presented an update on development in the community covering the status of Developer financial obligations, the Town of Berwyn Heights Development Agreement, the City of College Park Development Agreement, Phases 1 & 2, Central Park, Stream Valley Trail, Phase 3, Retail/Park Site, WMATA Trail, Shuttle to WMATA, Verde at Greenbelt Station and finally North Core & Greenbelt Station Parkway.

**Resident Participation**

The Board of Directors opened the floor for resident participation. During this session questions were posed concerning a wide range of issues in the community including parking, landscaping, the shuttle service, development of the community and surrounding areas, fencing, etc. After the discussion concluded, the following vote was taken by the Board of Directors:

Approval of an Ad Hoc Parking Committee and Chairperson

Mark Bailey moved to establish an Ad Hoc Parking Committee and to appoint Leirdre Clements-Galloway as the Chairperson of the committee. Justin Frye seconded the motion which passed by a unanimous vote.

**Introduction of Jessica Bellah, Community Planner, City of Greenbelt**

Mark Bailey introduced Jessica Bellah, Community Planner for the City of Greenbelt. Ms. Bellah explained her role with the city and provided her contact information to the membership so that she could assist with any issues related to the city of Greenbelt.

**Adjournment:**

By a motion duly made and seconded, the Board meeting adjourned at 9:00 P.M.