**GREENBELT STATION MASTER ASSOCIATION**

**BOARD OF DIRECTORS VIRTUAL MEETING**

**Thursday, January 28, 2021, 7:00 P.M.**

**MINUTES**

**BOARD MEMBERS PRESENT**

Rachel Roberts-Jones, President

Brian Drewry, Vice President

Devon Donovan, Treasurer

Will Yakel, Secretary

**OTHERS PRESENT**

Leslie Perez, Community Manager (CAMP)

Susan Blackburn, President (CAMP)

Members at large

**CALL TO ORDER**

Rachel Roberts-Jones called the meeting to order at 7:00 P.M.

**WELCOME & INTRODUCTIONS**

Members of the Board of Directors and the CAMP management team introduced themselves and welcomed homeowners to the meeting.

**APPROVAL OF MINUTES**

Devon Donovan moved to approve the minutes of the Board of Directors Meeting of October 28, 2020 as presented. Will Yakel seconded the motion, which passed by a unanimous vote.

**GUESTS**

Rachel Roberts-Jones welcomed Lieutenant Gulledge of the City of Greenbelt Police Department. Lieutenant Gulledge reported on the very low crime statistics for the Greenbelt Station community. He reminded homeowners to always lock their cars and to remove all valuables from their vehicles. He encouraged homeowners to report crimes to the City of Greenbelt emergency number at (301) 474-5454. Lieutenant Gulledge can be reached at jgulledge@greenbeltmd.gov.

Rachel Roberts-Jones welcomed Molly Porter, Community Planner for the City of Greenbelt. Ms. Porter detailed the proposal being recommended to the City by the Planning staff to convert South and North Center Drives to one-way traffic and to allow parking on both sides of both roads. This would create an additional 34 parking spaces. South Center Drive would become one way East towards Stream Bank Lane and North Center Drive would become one way West towards Greenbelt Station Parkway. In addition, parking space markings on Greenbelt Station Parkway would create more room for parked vehicles. She reported that angled parking and permit parking on city streets was not being recommended.

**DEVELOPMENT REPORT**

Will Yakel updated the community on the status of development. Greenbelt Station Parkway has been conditionally accepted by the City of Greenbelt. Woodlawn Development will continue to have maintenance responsibility for the Parkway for one year. Central Park is now in the hands of the City of Greenbelt. The WAMATA trail is still in process with approval expected this Fall.

**COMMITTEE REPORTS**

Kristen Weaver, Chair of the Activities Committee, discussed the 2020 “COVID safe” Halloween and Christmas holiday events and thanked volunteers for their support with the activities program.

**FINANCIAL REPORT**

Susan Blackburn provided the Board with a financial update. As of the end of November 2020, the Association had an operating surplus of $73,500. The Repair & Replacement Reserves were fully funded at $51,489 and the Operating Reserve was $180,004. All reserve funds were invested in laddered CD’s and all funds were fully protected by FDIC insurance. The Accounts Receivable balance was $17,520 as of the end of November.

**MANAGEMENT REPORT**

Leslie Perez summarized the past several month’s activities including common area lighting repairs, year-end lawn maintenance activities, removal of graffiti off the sound barrier wall, parking enforcement issues, snow removal, committee meetings, holiday activities, resale inspections, architectural applications processed, and homeowner requests addressed. Leslie also presented her Annual Work Calendar and Contract Schedule for Board review.

**APPOINTMENT OF NEW BOARD MEMBER**

The Board announced that Henry Vegter had resigned his Board seat and that the Association documents call for a vacated seat to be filled by Board appointment. Rachel Roberts-Jones introduced Cornell Lynch. Mr. Lynch provided some information about his background and his desire to serve the community on the Board of Directors. Rachel Roberts-Jones moved to appoint Cornell Lynch to the Board of Directors to serve out the remaining term of the seat vacated by Henry Vegter whose term runs through September 2022. The motion was seconded by Devon Donovan and passed by a unanimous vote.

**APPOINTMENT OF COMMITTEE MEMBERS**

Will Yakel moved to appoint the following slate of committee volunteers in accordance with the committee charters:

Activities:

Kristen Weaver

Lisa Mills

Christina Searcy

Patrice Williams

Covenants:

Kathryn Fricks

Evelyn Diaz

Mike Sunderman

James Williams Jr.

Grounds Committee:

Scott Check

Danielle Peterson

Christopher Baron

Michael Smith

Ad Hoc Trash Committee:

Jennifer Nearhood

Tamisha Miller

Dayna Rekieta

Alisa Mosley

Rube Ahmed

Rachel Roberts-Jones seconded the motion which passed by a unanimous vote.

**CD REINVESTMENT**

Rachel Roberts-Jones moved to instruct the Association’s investment advisor (Theodore Hart of Morgan Stanley) to reinvest $50,000 from the proceeds of the Certificate of Deposit from the Association’s Reserve Account that matures on January 29, 2021, to a new Certificate of Deposit in line with the Association’s investment ladder. Devon Donovan seconded the motion which passed by a unanimous vote.

**TRASH CONTRACT REVIEW**

The Board reviewed six trash removal proposals. Following considerable discussion, the Board requested that CAMP go back to the lower three bidders and see if any of them could match the price offered by Trash Away for 2X per week pickup to minimize the assessment increase required in year two of the agreement.

**CONSENT AGENDA**

Rachel Roberts-Jones moved to approve the consent agenda including the legal fee waiver request on account #R0368717L0305975. Will Yakel seconded the motion which passed by a unanimous vote.

**RESIDENT PARTICIPATION**

The Board discussed some of the agenda items with homeowners, an emergency preparedness plan, parking concerns and parking enforcement.

**ADJOURNMENT**

By a motion duly made and seconded, the Board of Directors unanimously voted to adjourn the meeting at 9:05 P.M.