

**GREENBELT STATION MASTER ASSOCIATION
BOARD OF DIRECTORS VIRTUAL MEETING
Thursday, March 25, 2022 – 7:00 P.M.
MINUTES**

BOARD MEMBERS PRESENT

Rachel Roberts-Jones, President
Cornell Lynch, Treasurer
Danielle Peterson, Secretary
Will Yakel, Director

BOARD MEMBERS ABSENT

Devon Donovan, Vice President

OTHERS PRESENT

Leslie Perez, Community Manager (CAMP)
Susan Blackburn, President (CAMP)

CALL TO ORDER

Rachel Roberts-Jones called the meeting to order at 7:05 P.M.

WELCOME & INTRODUCTIONS

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

APPROVAL OF MINUTES

Danielle Mckinney moved to approve the Board of Directors Meeting Minutes of January 27, 2022. Cornell Lynch seconded the motion, which passed by a unanimous vote.

COMMITTEE REPORTS

Kristen Weaver, Chair of the Activities Committee, provided an overview of the calendar of events for 2022. Events include a summer party in the park, Spring and fall clean-ups, and a winter event to be coordinated with the City of Greenbelt.

Mike Sunderman, Chair of the Covenants Committee, reported that fifteen virtual hearings were performed for which three homeowners were present. The Committee reviewed the process and requested to change virtual platforms to Zoom to better perform hearings efficiently. Mr. Sunderman encouraged homeowners to volunteer for the Covenants Committee.

Alex Campbell, Chair of the Grounds Committee, reported on the committee's goals and objectives for the year. The committee will meet again in April and will attend the upcoming

workshop presented by the Neighborhood Design Group and the City of Greenbelt to provide updates to the Board as tasked.

MANAGEMENT REPORT

Leslie Perez summarized the past month's activities including snow removal, committee meetings, resale inspections, regular trash inspections, processed invoices, E-blast communications, homeowner requests addressed, worked with the Associations attorney and financial advisor. Leslie also met with power washing vendors, negotiated contract rates, and reviewed insurance and W9s for Board review/approval. Leslie connected with the City of Greenbelt to review the easement agreement for the WMATA trail to ensure satisfactory land restoration and consulted with the Associations attorney. Leslie coordinated with Playground Patrol to conduct a thorough tot-lot safety inspection including the play area, play equipment, and play surface. The tot-lot is in good condition and safe for use. All missing bolts were replaced, all bolts were secured, and photos were provided for the Boards review. Leslie also met with The Greenbelt Police Department and toured the community with the newly designated team. Leslie met with several vendors in preparation for the spring power washing project and monument masonry repairs and met with service contractors to inspect service performance. Leslie connected with managers from Tidewater Property and the Verde Apartment manager to establish better communications with neighboring communities.

FINANCIAL REPORT

Leslie Perez provided the Board with a financial update. As of the financial statement dated February 2022, the Association had \$626,141 in cash and investments. The Operating account had a balance of \$14,410. The Operating Reserve fund had \$180,327 and the Repair and Replacement Reserve Fund had \$431,404 in cash and investments.

Through February 2022, the Association had an Operating Deficit of \$64,912, primarily due to the snow removal services. Any deficit will be covered by the General Operating Reserve Fund and the Alleyway Operating Fund in line with the Association's financial plan. The Association has a balance of \$10,569 in Accounts Receivable with an allowance for Doubtful Accounts of \$1,600, leaving the projected collectible balance of \$8,969.

ACTION ITEMS:

MATURING CD

Cornell Lynch moved to instruct the Associations Financial Advisor, Ted Hart at Morgan Stanley, to reinvest the CD maturing in May 2022 from the Operating Reserve Fund in the Investment Ladder. Will Yakel seconded the motion which passed by unanimous vote.

WMATA TRAIL – EASEMENT AGREEMENT

Cornell Lynch moved to approve the intent to grant easement with Potomac Electrical Power Company as specified in the Utility Easement Agreement. Danielle Mckinney seconded the motion which passed by a unanimous vote.

SPRING POWER WASHING PROJECT

Danielle Mckinney moved to approve the proposal from Ecotek Soft Wash for power washing the front entrance monuments, the stairs and rails on Sable Court, the tot-lot, and the pergolas on Stream Bank Lane for \$1,985 to be funded from the Operating Fund.

Will Yakel seconded the motion, which passed unanimously.

PARKING RESOLUTION REVISION

Cornell Lynch moved to approve the initiation of the Ad-Hoc Parking Committee to review the Parking Policy Resolution and provide recommendations to the Board. Danielle seconded the motion which passed by a unanimous vote.

It was noted that the times of towing operations, service vehicles, and signage would be reviewed as part of the Ad-Hoc Parking Committees tasks.

APPROVAL OF ACTIVITIES CALENDAR EVENTS – 2022

Will Yakel motioned to approve the 2022 events calendar as presented by the Activities Committee. Cornell Lynch seconded the motion which passed by a unanimous vote.

Community Facebook Page – tabled for the May Board Meeting

CAMP will review current communication strategies and present alternative solutions at the May Board meeting for the Board to consider.

RESIDENT PARTICIPATION

The following issues were discussed with homeowners:

Mulch beds around trees

No Mow April Initiative

Facebook page alternatives

ADJOURNMENT

By a motion duly made and seconded, the Board of Directors unanimously voted to adjourn the meeting at 8:45 P.M.