**GREENBELT STATION MASTER ASSOCIATION**

**BOARD OF DIRECTORS VIRTUAL MEETING**

**Thursday, July 28, 2022**

**MINUTES**

**BOARD MEMBERS PRESENT**

Rachel Roberts-Jones, President

Devon Donovan, Vice President

Cornell Lynch, Treasurer

Danielle Peterson, Secretary

**OTHERS PRESENT**

Leslie Perez, Community Manager/CAMP

Susan Blackburn, Principle/CAMP

Members at large

**CALL TO ORDER**

Rachel Roberts-Jones called the meeting to order at 7:02 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 motioned to approve the May 26th, 2022, Minutes of the Board of Directors Meeting of May 26th, 2022. Danielle Peterson Seconded the motion, which passed by a unanimous vote.

**COMMITTEE REPORTS**

No Committee reports were presented.

**MANAGEMENT REPORT**

Leslie Perez summarized the past month’s activities, including corresponding with Maple Grove, the Associations general contractor that handled the repairs to signs and fence damaged by the recent rainstorm. Leslie coordinated with Jams, the Association’s Landscaper, to remove debris and fallen branches also caused by the storm. Jams also performed routine landscape programs without interruptions. Leslie also met with. Leslie reported lights that needed repairs to Association’s electrician, Pro-Tech Service Company, and performed a light inspection to ensure work was completed. Leslie assisted the Activities committee with the Annual Neighborhood Party in the Park. The committee worked with local vendors for food, entertainment, and informational tables. Leslie provided photos of the event in her report.

**FINANCIAL REPORT**

Leslie Perez provided the Board with a financial update. As of the financial statement dated June 30th, 2022, the Association had $697,357 in cash and investments. The Operating Reserve fund had $180,379, and the Repair and Replacement Reserve Fund had $452,904 in cash and investments. No expenditures year to date from the Repair and Replacement Reserve Fund.

Through June 2022, the Association had an Operating Deficit of $51,712. This is due exclusively to snow removal and trash removal costs which were over budget by $37,424. Any deficit will be covered by the Operating Reserve.

The Accounts Receivable balance was $12,182 as of the end of June. The Allowance for Doubtful Accounts is ($1,600) leaving the projected collectible balance at $10,582.

**SELECTION OF OFFICERS**

By motions duly made and seconded, the Board unanimously voted to approve the following slate of officers:

Devon Donovan, President

Cornell Lynch, Vice President

Danielle Peterson, Treasurer

**MATURING CD/INVESTMENT WITH MORGAN STANLEY**

Cornell Lynch moved to instruct the Associations financial advisor, Ted Hart at Morgan Stanley, to reinvest the CD in the amount of $50,000, maturing in September 2022. Rachel Roberts- Jones seconded the motion, which passed unanimously.

**POND CONTRACT RENEWAL**

Rachel Roberts-Jones moved to approve the renewal of the Storm Water Management Pond Maintenance contract submitted by Lake Source LLC, for a one-year term in the amount of $3,438.00. Cornell Lynch seconded the motion, which passed by a unanimous vote.

**APPROVAL OF VOTE HOA NOW**

By a motion duly made and seconded, the board approved the proposal from Vote HOA NOW for the 2022 Annual Meeting Election, which passed unanimously.

**BOARD SEAT APPOINTMENT**

Cornell Lynch moved to appoint Mike Sunderman to the Greenbelt Station Master Association Board of directors to serve the remaining term of the seat vacated by William Yakel whose term runs through September 30, 2023. Devon Donovan seconded the motion, which passed unanimously.

**RESIDENT PARTICIPATION**

The following issues were discussed during Resident Participation:

Parking on North and South Center Drive

The trail to the Metro updates

**ADJOURNMENT**

The Board of Directors unanimously voted to adjourn the meeting at 7:33 PM by a motion duly made and seconded.