

GREENBELT STATION MASTER ASSOCIATION
BOARD OF DIRECTORS VIRTUAL MEETING
Thursday, January 26th, 2023
MINUTES

BOARD MEMBERS PRESENT

Cornell Lynch, President
Devon Donovan, Vice President
Danielle Peterson, Treasurer
Mike Sundermann, Director

OTHERS PRESENT

Rosana Gilmore, Community Manager/CAMP
Leslie Benitez, Portfolio Manager/CAMP
Corporal Torres, Greenbelt Station Community Police liaison
Alex Campbell, Grounds Committee Chair
Kathryn Fricks, Covenants Committee Secretary
Members at large

CALL TO ORDER

Devon Donovan 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.

GREENBELT STATION POLICE STATUS REPORT:

Corporal Torres presented at the Board Meeting. He supervises the Community Action Team (SAT) that patrols all Greenbelt Communities.

Residents can find Crime Statistics on the City of Greenbelt website under Police. The numbers are usually a month behind.

Porch pirates: Residents can send videos of crime to Corporate Torres directly or call the Non-Emergency Police number. The Resident needs to make a police report at the same time. The Association should not be the point of contact for crime reports.

The SAT patrols Greenbelt Station daily, including the Indian Creek Trail. The team is currently taking Crisis Intervention Training.

APPROVAL OF MINUTES

Danielle Peterson motioned to approve the November 17th, 2022, Minutes of the Board of Directors Meeting. The motion was seconded and passed by a unanimous vote.

COMMITTEE REPORTS

Rosana Gilmore, Community Manager, reported that the Activities Committee and Management coordinated with the City of Greenbelt Public Work the installation of the holiday lights at the Pavilion and organized the Holiday Lights, Hot Cocoa & Sweets at the Park on December 10th

to turn the Holiday lights for the Season. The Activities committee will meet on February 7th, 2023, to coordinate and plan for the spring events. They presented a tentative schedule of events. The City Council will have a work session on February 22nd, 2023, on the topic of the Neighborhood Design Center and the Greenbelt Station Green Plan Vision.

Alex Campbell, Grounds Committee Chair, gave a brief report as they did not meet during winter.

MANAGEMENT REPORT

Rosana Gilmore gave an update on the City of Greenbelt: Parking expansion project feedback, WMATA Trail update, and speed bumps studies for Stream Bank Ln. and Greenbelt Station and compost programs. Management mentioned that the Association would have to implement calming traffic devices on Miner St. if necessary. Holiday decorations were installed at the entrance monument, and management coordinated with Public Works to install lights at the Park's Pavilion. Management met with Corporal Torres and Parking Enforcement Officer Ross. Management informed the Board regarding parking permit payments processed through Cira and the 15X Bus line reactivation. Management suspended shutter violations until further review by the Board. Jams conducted routine lawn maintenance as scheduled. Pro-Tech Service fixed the entrance Monument outlet and inspected all lights on Miner St. Rosana Gilmore closely monitored the changing weather conditions during the Christmas Holiday and presented Salt specs from Maple Grove as requested. Rosana Gilmore presented the 2023 Annual Calendar and the Contract Provider Schedule. She will schedule a BOD Planning Session for February or early March. The March meeting is scheduled for the 23rd of March, 2023.

FINANCIAL REPORT

Leslie Benitez provided the Board with a financial update.

As of November 2022, the Association had \$681,474 in cash and investments. The Repair & Replacement Reserve Fund totaled \$510,861, the Alleyway Fund totaled \$13,558, and the Operating Fund had \$157,055.

There have been no expenditures year to date from the Repair and Replacement Reserve Fund. Through November 2022, the Association had an Operating Deficit of \$29,830, which was over budget by \$5,432. The deficit will be covered by General Operating and Alleyway Reserves. The Association is carrying a balance of \$20,685 in Accounts Receivable. The Allowance for doubtful accounts is \$2,100, leaving the collectible balance of \$18,585. The receivables include the debt of about ten accounts.

MATURING CD/INVESTMENT WITH MORGAN STANLEY

By a motion duly made and seconded, the Board unanimously voted to approve the Association investment firm, Morgan Stanley, to reinvest the CD in the amount of \$50,000, maturing in February 2023, from the Operating Reserve Fund in the investment ladder.

STREAM BANK LANE TREE REMOVAL PROPOSAL

By a motion duly made and seconded, the Board unanimously voted to approve the proposal from JAMS Lawn and Gardening, Inc. to remove two trees from Stream Bank Lane's common area in the amount of \$1,725.00.

CREATION OF BOARD EMAIL ACCOUNT

Mike Sundermann moved to table the creation of a Board email account until further information is collected from the website provider. Devon Donovan seconded the motion, which passed unanimously.

DISCUSSION ITEM – REMOVAL OF SHUTTERS

Kathryn Fricks presented a Covenants Committee recommendation to the Board regarding an application from a homeowner on Streambank Lane to remove all the shutters from their home. The Covenants Committee believes that due to the impact on the overall look of the Community, it is desired to have the decision made by the Board instead of by the Committee.

The Covenants Committee recommends that the Board approve the application because the NVR homes on Streambank Lane do not all have shutters. Removing the shutters from this particular property will not materially change the property's look or the neighborhood.

After careful consideration and discussion, the Board considered the removal of shutters detrimental to the Community's overall curb appeal.

By a motion duly made and seconded, the Board unanimously voted to continue to uniformly enforce the maintenance of owner lots as described and required in the Governing Documents and to require the replacement or re-installation of all missing shutters. The Board will allow a grace period to correct the violations.

DISCUSSION ITEM – BRANCHVILLE RD PARCEL FOR SALE FROM DEVELOPER

By a motion duly made and seconded, the Board unanimously voted to obtain additional information from the developer about the site and timeline.

RESIDENT PARTICIPATION

The following issues were brought up during Resident participation:
Move resident participation to the beginning of the meeting.

ADJOURNMENT

By a motion duly made and seconded the Board of Directors unanimously voted to adjourn the meeting at 8:41 P.M.