

November 11, 2020

Original Northwood Association

Open Board Meeting

November 2020

Reminder – restrictions for covid have been increased please make yourself aware and check guidelines. Please be conscious of these regulations with the coming holidays.

- 1) Review & Approve October Meeting Minutes –any edits – Mary provided updates- reviewed and noted – Mary Moved, Glenn second – all voted - confirmed on condition of typos in numbers changed
- 2) President's Report
  - a) (Re)Welcome Letters – Large issue in community is people not being made aware of the covenant guidelines and benefits. Over last few years welcome packets delivered with information/ mailed with link. We are working with Pay HOA to send a Re-Welcome letter to all houses with neighborhood info as well as info about covenant board, what we do and what's coming up, as well as a reminder of deed and review for exterior alterations. We are hoping to get ahead of challenges and increase community awareness and involvement. The letters should be going out over next few days.
- 3) Vice President's Report
  - a) Annual Fundraising Letter Discussion: letter is to go out over next several months related to dues and association.
  - b) Request for ideas of what has been successful in past asking for voluntary dues:
    - i) Richard – Last year two long term residents wrote open letter about the covenant and its benefits to them, endorsements carry more weight coming from community members than from the board. Also, every June there is competition over where block party should be, with the winner being the side with most due paying members.
    - ii) Zhan – Friendly competition by street on newsletters. Highlight positives: social activities, sense of community, maintenance etc.
    - iii) Whitney – Confirmed that she was drawn to the first board meeting by all of the positives. Increase meeting attendance. Highlight the ease of Pay HOA.
    - iv) Rich: Alternate methods great but we need to make sure they are not all online. Letter traditionally goes out in December/ January.

4) Treasurer's Report

- a) Brief overview of the October 2020 Treasurer's Report ( New FY)
  - i) We are at 10% dues payment rate : 41 houses – 19 this month
  - ii) Over \$600 in dues was collected just in October - \$120 from September
- b) Expenses – the board spent roughly \$3000 over last two months, paid in October
- c) Paid \$175 for new comers party and Blocktoberfest – more expenses to come
- d) NET balance \$18,822 -end of October
- e) Discuss budget for FY 2021
  - i) Maintenance - \$5,000 penciled
  - ii) Legal activity - roughly \$2,000 (will likely need to increase budget)
  - iii) Social budget – TBD : expeneture vs revenue
  - iv) Communications \$500 penciled in (low?)
  - v) Safety improvements? – TBD – need estimates on mirrors, etc.

5) Some funds can be reimbursed from GNCA – but need to establish base budget

6) Board members will follow up with estimates

- i) Members can weigh in on penciled-in numbers

(1) [ONA\\_Treasurer\\_Report\\_2020-10\\_october.pdf\\_95 KB](#)

7) Covenant Chair

- a) Applications - Received and processed since September 12, 2020 Annual Meeting
  - i) 1203 Northview: Demo of Existing Asphalt Roof/Install New Slate Roof
  - ii) 1326 Northview: Garage Door
  - iii) 1302 Argonne: Exterior Paint
  - iv) 1229 Southview: Rear Door
  - v) 1328 Northview: Slate Roof
- b) Discussion of Signage limitations per the Deed
  - i) Richard: We will open this conversation to the community. Per a community member request we have been asked to review our rules around signage. Our deed does allow for the board to waive the prohibition of signage, if done so in writing. Sub division 3 of our deed prohibits sign of sale, rental, and signs of similar nature. Contractors are allowed temporary signs during the duration of their work, as well as open house signs during the duration of the open house. Political signs are allowed as part of free speech and are protected by Maryland state law before and after election of any level. The question posed is how this extends to signs representing individual's free speech. So long as the signs are respectful, responsible, of certain size and maintenance we should discussion of merits of allowing signage.
  - ii) Suggestion: We set parameters of size, location, quantity, and maintenance. So long as the sign falls within these guidelines which will be clearly listed and accessible to community members no application will be needed – with the caveat that the board can ask for the sign to be replaced if not well maintained.

- iii) Action item: craft language that reflects the parameters discussed above for allowance of sign. Richard will put together language to share with board to be shared in open session for review before board approval.
- iv) Thoughts can be voiced privately via email to onapresident@gmail.com
- c) Discussion of collapsed sidewalk between 1006 and 1008 Argonne.
  - i) On the upper walkway, near houses, the sidewalk has totally collapsed from erosion making it impossible to access the front of house, and posing a threat to community members and delivery persons.
  - ii) Issue was report to DPW footways and pathways office a year ago, and response was that it is not public sidewalk, so they have no jurisdiction to do work or issue citation.
  - iii) Maintenance chair offered to write letter to the owners to start conversation.
  - iv) Maintenance chair will also reach out to the Housing Authority as another possible route.

#### 8) Communications Chair

- a) 1% up on social media
  - i) Few more followers on mailchimp
  - ii) Newsletter went out mailchimp, social media, and website
- b) How does board feel about sharing political/ social justice media on our site –
  - i) Rich – if it is happening in neighborhood it can be promoted, and should be promoted, need to remain Apolitical – have to equally represent-
  - ii) Zhan – pulse check with Richard if concerned
- c) Rich- little library Roundtop – printed copies in little library
  - i) Whitney to ask Block captains about building little library

#### 9) Maintenance Chair

- a) Fall cleanup work day will be Saturday Noevember 14<sup>th</sup> @ 10 am at the intersection of Roundhill and Argone. Clean-up will last an hour with volunteers being split into two teams: one for liter and one for storm drains. Coffee and doughnuts will be served. Bags will be supplied but BYOB mask, rake, and gloves etc.
- b) Last week's fall clean up focused in common areas- pocket gardens, triangle, and main sign. Clean up will continue next week on Eastview and Westview.
- c) Next Tuesday November 17<sup>th</sup>, the sign garden at the Alameda will be landscaped (Date will possibly be moved due to weather but will be completed by end of next week)

- d) November 30-December 1<sup>st</sup> tree planting – 42 notice letters sent to community members whose property we plan to plant on. We received three responses declining tree's be planted. Alternate places have been found.
- e) Steps at 1315 Northview
  - i) Second request to clean up the area on the grounds that it is no different than pocket gardens that we do take care of, as they are also private property. In addition the branches in road way and side walk make it a challenge to pass, as well as the safety issues of the overgrown poison ivy. It is also a foundational garden for street scape. We will stress that we will help some, but that ongoing maintenance is the responsibility of the homeowners.
  - ii) The new quote is \$675
- f) Zhan Motions to pay \$675 to Bob Jackson landscaping for poison ivy removal, limbing up, and general clean out – Glenn seconds – vote passes
- g) Signage at Havenwood and Lochraven – we would like to have a medallion sign for the neighborhood put up post construction.
  - i) We have reached out to permits director and have not heard back. It is unclear if that area is private or public property.

#### 10) Safety Chair

- a) Argonne Traffic calming update
  - i) Mary Pat Clarke and Ryan Dorsey have responded and are working with DOT - in last two weeks we have received a message from traffic engineer that they are going to strip dedicated parking lanes from the Alemenda to Lochraven to visually narrow the lane and shift traffic closer to the curb around Round Hill using a painted median with flexible posts. We are in the que should receive update on scheduling soon.
    - (1) Flexible posts will be a first step – it is unclear if they will be permanent.
    - (2) Speed bumps are not possible as it is an emergency route.
- b) Convex mirrors in alleyways update
  - i) We cannot attach mirrors to utility poles in alley as they are owned by Verizon and their policy does not allow it.
  - ii) Possible option of installing own poles.
  - iii) Looking for possible existing structure and find out who owns them as potential places to ask for permission
  - iv) Action item : find possibilities and quotes so we can make a motion at the next meeting

#### 11) Social Chair

- a) Thank you for Blocktoberfest and Halloween- came together quickly but wonderfully
- b) Reminder about Saturday 11/14 Neighborhood Cleanup

- c) Neighborhood Secret Santa signup going up week of 11/16 (google form), gift drop-off is weekend of 12/12-13 – holiday party being split to two events Secret Santa and caroling
- d) A sign-up sheet will be posted and then people/ households will be matched at random –gift limit of \$25 to be dropped off the weekend of 12/12- 12/13
- e) Caroling Sunday, 12/20 at 6pm – get together and walk neighborhood. We will maintain social distancing and mask wearing. We will come up with map and post it so people know where we will be stopping.
- f) Toys for tots party / drive – will post on next-door

Open call for new business. No new business.

8:48 meeting adjourned

## Original Northwood Association Treasurer's Report, October 2020

### A. SUMMARY OF DUES PAYMENTS

Street	# of Houses	2020 DUES PAID (thru Sep 2020)		2021 DUES PAID thru 31 October 2020		
		Cumulative (corrected)	%	Cumulative	%	Current
Argonne	50	22	44%	6	12%	3
Deepwood	37	21	57%	5	14%	0
Eastview	10	5	50%	0	0%	0
Havenwood	19	12	63%	2	11%	0
Kelway	16	4	25%	1	6%	1
Loch Raven	15	8	53%	2	13%	2
Northview	70	34	49%	6	9%	4
Roundhill	33	17	52%	4	12%	3
Roundtop	8	3	38%	2	25%	1
Southview	39	17	44%	9	23%	3
The Alameda	57	17	30%	2	4%	0
Westview	41	23	56%	2	5%	2
<b>Totals</b>	<b>395</b>	<b>183</b>	<b>46%</b>	<b>41</b>	<b>10%</b>	<b>19</b>

### B. CURRENT MONTH BANK RECONCILIATION

Bank beginning balance (Checking & Savings combined)

**\$21,098.06**

<b>Revenues</b>	2021 Dues	\$646.77	2020 dues paid in September; BOA interest earned
	Administrative	\$120.16	
	Social		

**Total Revenues** **\$766.93**

<b>Expenses</b>	Administrative		Registered Letters Tree trimming & removal, landscaping of ON common areas Invitations to Parties; Mums for Newcomers
	Communications		
	Covenant	\$7.55	
	Maintenance	\$2,865.75	
	Safety		
	Social	\$168.86	
	Contingency		

**Total Expenses** **\$3,042.16**

Ending balance :

**\$18,822.83**

**Bank ending balance :**

**Checking: \$ 922.21**

**Total: \$ 18,822.83** (Confirmed)

**Savings: \$ 17,900.62**

### C. YEAR-TO-DATE BUDGET ANALYSIS (FY 2021 running OCTOBER - SEPTEMBER)

Category	BUDGET / ANTICIPATED		ACTUALS		NET (Budget minus Actual)
	Expenses	Revenues	Expenses	Revenues	
Current Year Dues		\$7,200	\$0.00	\$646.77	(\$6,553.23)
Administrative	(\$100)	\$0	\$0.00	\$120.16	\$220.16
Communications	(\$500)	\$0	\$0.00	\$0.00	\$500.00
Covenant	(\$2,000)	\$0	(\$7.55)	\$0.00	\$1,992.45
Maintenance	(\$5,000)	\$0	(\$2,865.75)	\$0.00	\$2,134.25
Safety	(\$200)	\$0	\$0.00	\$0.00	\$200.00
Social	(\$3,000)	\$2,000	(\$168.86)	\$0.00	\$831.14
Contingency	(\$100)	\$0	\$0.00	\$0.00	\$100.00
<b>Totals</b>	<b>(\$10,900)</b>	<b>\$9,200</b>	<b>(\$3,042.16)</b>	<b>\$766.93</b>	<b>(\$575.23)</b>