

Habitat 1 Section A
Board Meeting Minutes
March 20, 2025

The February Board of Directors meeting for Habitat 1 Section A was held on Thursday, March 20, 2025 at 7:00 PM via Zoom conference call.

Present:

Dick Olney	President
Larry Thomasson	Vice President (present at 7:30 PM)
Patrick Schmitt	Treasurer
Scott Gibson	Secretary
Andrea Merchant	Brodie Management
Brittany Stoltzfus	Transcriber

- I. **Call to Order:** Mr. Olney called the meeting to order at 7:06pm. A quorum of the Board was established.
- II. **Minutes:**
 - Mr. Schmitt made a motion to approve the February 20, 2025 Board meeting minutes as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
 - Mr. Schmitt made a motion to approve the February 20, 2025 Closed session minutes as presented. Mr. Olney seconded the motion. All in favor/none opposed. Motion carried.
- III. **Financials:** Mr. Schmitt anticipates the need for another reserve transfer (\$20,000-\$25,000) to cover 1709-1715 Leisure Way garages and 2032-2038 Aberdeen Drive garages, and 2032's interior. Once the final invoices are received, Mr. Schmitt will figure out how much to transfer, likely from the Shore United account. There will also be a transfer needed for the 2025 roof replacement; a proposal is pending for 1733-1739 Leisure Way's roof (estimated to be ~\$50,000).
- IV. **Management Report:**
 - It is time to schedule the Economy Pest Control inspections. Ms. Merchant was asked to get dates from Economy and the Board will write the notice, which should be sent with the termite inspection policy on the back. Owners need to be informed the policy will be strictly enforced, including fines for those units not inspected. The contract must be signed first before Economy will provide dates; Ms. Merchant will forward the contract the Board for approval.
 - Gutter Cleaning- Habitat is due for the next gutter cleaning. Mr. Olney advised Ms. Merchant that cleaning can be scheduled anytime now.
 - Architectural Requests:
 - i. 2058 Happy – Mr. Russo's approval letter was sent. The Board did not authorize the letter, though they did agree with the material color proposed and approved the letter. In the future, the Board needs to authorize letters of approval.
 - ii. 2063 Happy – The Board needs to further investigate the window options. There are different types of windows throughout the Community and a solution that can address all windows is needed, a standard for replacement. Mr. Gibson will send information/pictures to the Board of the windows selected in the other community and installed by Eli. The owner should be advised the Board has her request and is in

the process of investigating a solution. Also, that owners are responsible for maintaining windows (caulking, etc.), the Association is responsible for replacement.

- Ruppert's report was provided in the Board package. There was a proposal from Ruppert that the Board and Management did not request for a safety hazard tree. This will be reviewed at the upcoming spring inspections.
- The 2023 audit was included in the Board package.
- An updated copy of the directory was included, emails can be utilized for notices to save money.
- Resales –
 - i. 2060 Friendly – Ms. Merchant has been unable to get in touch with the owner to schedule an inspection. The unit is set to close on Monday. The Board directed Brodie to hold the package until an inspection is done.
 - ii. 2051 Happy – A violation was noted for extending the living room over the foyer, no response received from selling owner. The documents were released with information about the violation. Ms. Merchant will see if there is a way to send a copy of the package to the Board from HomeWise.
- The owner and tenant are no longer responding to Ms. Merchant regarding the BGE account matter. Mr. Schmitt will ask Kathleen Elmore how to proceed.
- Spring Inspections – The Board agreed to meet at Mr. Olney's unit on Happy Lane at 1 PM on Friday, April 18th for the spring walkthrough.
- Towing- All new signs have been installed and there is an active contract with the towing company. The parking policy should be sent to owners as a reminder along with the towing company's lot location. Residents should also be reminded that a permit is needed to park in Habitat if not directly in front of the unit's garage. This notice should be sent separately from the termite inspection notice. The application for the parking permit is on the website and Ms. Merchant has the parking permits for distribution. There is no charge for permits.
- Approved colors – The sample provided in the package is still accurate.

V. **Adjournment:** With no further business to discuss, Mr. Schmitt made a motion to adjourn the meeting at 8:04 pm. Mr. Thomasson seconded the motion. All in favor/none opposed. Motion carried.

The next Board meeting of Habitat 1 Section A will follow the Reconvened Annual Meeting on Thursday, April 17, 2025 at 7:00 PM via Zoom conference call.

These minutes were recorded and transcribed according to accepted business practice and were read/edited for accuracy by the Board prior to distribution.
Habitat 1 Section A, March 20, 2025

Approved as written: Richard A. Chey Date: 04-12-2025

Approved as amended: _____ Date: _____

Minutes respectfully submitted by Brittany Stoltzfus.