

## 4.20.2020 Fishing Creek Farm Board of Directors Meeting Minutes

(Held by videoconference)

### Attendees:

Board Members: Julien Hecht, Deborah Brafford, Maggie Elehwany, Colleen Clark, Steve Haiman

Committee Chair: Jason Horst (Marina)

Tidewater: Hailey Matthews

Community Members: Bruce Stillwell, Lilah Al-Masri

### Call to Order:

Meeting called to order at 7:10PM by Julien. Julien welcomed Hailey Matthews, our new community manager from Tidewater. Hailey introduced herself and her background.

### Meeting Minutes Approval:

Meeting Minutes from March 26<sup>th</sup>, 2020 were approved by unanimous vote

### Ratification of Board Members:

New Board member Colleen Clark is ratified. Officer designations are ratified by unanimous vote.

Positions are as follows:

- President – Julien Hecht
- Vice President – Maggie Elehwany
- Treasurer – Deborah Brafford
- Secretary – Steve Haiman
- Member at Large – Colleen Clark

### Committee Reports:

- **Capex:**  
Julien summarized CapEx committee initial work plans.
- **ACC:**  
Steve provided a report on where the ACC is at this point. Steve gave a overview of the changes at both the FCF website as well as providing an overview of the Tidewater portal. At the website Steve illuminated the process of choosing a project and taking it all the way through project approval.

Steve informed the Board of the 3 applications that have been approved this month:

1. Mike Casillo fence
2. Mike Casillo patio
3. Jim Reinig roof replacement

Hailey asked if Tidewater notices that an application is missing documentation should TW notify the homeowner. Steve and Colleen recommended that at this time TW should notify Steve only, who will then notify the homeowner.

- **Pool:**  
Deborah presented the status of the pool. The pool may or may not open on time due to the

Covid-19 situation. Anchor Aquatics are continuing to keep the pool clean. There is a leak on the side of the pool house, but Anchor is unsure that it is a pool related issue. Anchor is waiting for their chlorine delivery. Once the pool is open the restrooms will be cleaned.

- **Marina:**

Jason reviewed all marina related matters. He explained that there is not a lot of activity at the marina again because of Covid-19 restrictions. The committee is still working through the modification permits. The T-pier at the end of the marina needs to be extended by another 10' towards the shore to accommodate a boat lift. This requires a permit, which is held up at the County offices. At that point, Jason asked for permits to be closed out. The lift will then accommodate only a center console boat.

The piling fenders requested are on back order due to Taylor Manufacturing being closed at this time.

Deborah said that she would be touching base with Hailey this week relative to slip lease, insurance requests to see the status, as well as the status of payments.

Julien asked about the new platform about social distancing. Jason said that at this time he has not seen an issue. The only issue he is concerned about is non-community related people using the platform.

Jason then covered the jet ski docks. The committee is looking into putting a ladder to get to the floats and is possibly adding a spot for a third jet ski for Susan Turner.

- **Land Use:**

Deborah raised a question that has come up about the removal of cuttings that are around the tennis court area from the clearing taking place. Those are not planned at this time to be removed by the contractor. She also raised the idea of putting pallets on some parts of the trails. Deborah will be reaching out to Eric Sprague about that. Deborah also raised mulching trails and will determine if this service is part of our current contract and that she will work with Hailey to have the work done.

### **Open Session:**

- Lilah Al-Masri asked if Hailey had received the letter she sent. Letter reviewed issues relative to drainage. Julien said the letter had been received and will be reviewed by the Board. Maggie said that it is important to look at to this at a community level as there are 6 homes impacted by this.

### **Financial Review:**

Deborah submitted for Board closed-session review financial documents including P&L, Balance Sheet, and Marina P&L YTD. Board needs to get check-signing in place. We did submit our fidelity bond application but are waiting for a quote. Deborah pointed out some of the highlights of the Tidewater Strongroom system. Deborah cashed 3 CDs at Severn Bank that had matured. Deborah will eventually open up some reserve accounts through Tidewater and closing accounts at Severn Bank making it easier

to move funds from reserve to operating.

Julien raised the issue of funding CapEx with \$6,000 for hiring engineers for consulting over the next several months. This money would come from reserves. Deborah suggested that this would be contingent on the Board being informed when the engineer would be hired and for what purpose. Colleen added that CapEx will be an important function of our community's long-term health. A vote was held to fund the CapEx committee approved unanimously to move forward.

Steve raised the issue of losing revenue from clubhouse rentals but saving on the social events. Deborah predicted we will meet the budget on the clubhouse rentals, assuming the shelter in place is lifted by the summer. Deborah reviewed that most of our social events do not cover expenses. There may be a need to cut expenses or raise ticket prices.

Colleen raised the issue of not hiring lifeguards for the period that the pool is not open as a cost savings. Deborah stated that the maintenance fee from Anchor Aquatics will continue regardless of the date of opening. The lifeguard hours were built into the contract but there may be savings if pool not opened and total hours are reduced for the summer season.

Maggie recommended that we continue to keep prices down on social committee events. Maggie feels that the clubhouse rental be changed back to \$100 from current \$150. A decision was made to discuss this further at the next Board meeting.

#### **Tidewater Transition:**

Hailey will be going through the boxes at the Tidewater Silver Spring office to put documents online. Hailey will provide an index of what is in the boxes to the Board. Hailey said she should be able to pull most of the historical documents.

#### **Covenant Changes:**

Julien reviewed that there has been continued movement with outside counsel relative to amending our covenants relative to fence matters. Deborah recommended that we also review other covenant changes at the same time to prevent having to go to the community multiple times. Julien will discuss with Sara on possible best practices that other HOA communities go about this. Hailey stated that most of the covenant changes for other communities she works with are driven by architectural committees. Julien recommended that we form a subcommittee to study this.

#### **Architectural Process Changes:**

Steve demonstrated new ACC process from the FCF website to the Tidewater portal, highlighting the pathway from the project list recommended by the ACC.

#### **New Business:**

Colleen presented information relative to the Anne Arundel mosquito abatement program. This included spraying schedule, homeowner opt out, and other aspects. The Board voted and approved

unanimously to continue to participate in this program. Colleen agreed to reach out to FCF resident who has been making these arrangements for many years. The board recognizes Kathy Menzies should be thanked for her many years of managing this process.

Deborah reviewed the status of the duck blind and shoreline contracts with the Department of Natural Resources. We are moving forward with renewing 3-year contracts for these at \$60 per contract

**Adjourned to Private Session of the Board**