

Minutes of the Special Meeting of the Glen Oban Association
April 19, 2022 @ 7:00
Woods Memorial Church

- A. Roll call:
- In attendance and proxies: 59 total households. A quorum was achieved.
- B. Proof of notice of the meeting was provided.
- C. Minutes from the 2021 annual meeting were adopted.
- D. Committee reports were provided prior to the meeting [attached for reference]. Committee chairs in attendance gave a brief summary. Having lines for pickleball on both tennis courts (rather than on just one) and organizing a tennis/pickleball ladder were brought up for consideration. It was announced that Erin Calabrese and Aly Goudy had volunteered to serve as social committee co-chairs.
- E. The annual review of the financials was conducted by Michael Calabrese and Mark Whitney. No discrepancies were found. Ben Hilliard and Michael Bates volunteered to conduct the 2022 financial review. Ben Hilliard is stepping down as treasurer for 2022.
- F. The board members introduced themselves. No board terms are expiring this year. Three will be expiring next year.
- G. Unfinished business:
- 2021 capital needs assessment
 - Reserve Advisors completed their report in September; it was posted to the Glen Oban website.
 - After review, the board and the Long-range Planning Committee (LRPC) agreed with adopting Reserve Advisor's recommended funding plan but that there may be some changes as a result of a difference between what was assumed vs. actual (e.g. differences in the timing and/or cost of repair or replacement).
- H. New business:
- Dues and fees; budget
 - Ben Hilliard reviewed the proposed 2022 budget, including the proposed dues increase (50%) and the proposed marina fees increase (also 50%). It was stated that there is a need to make up for not having collected enough in years past to adequately fund the association moving forward. The question was raised – will there be increases annually. The answer was given – at this time, no, we are looking at smaller increases closer to every 5 years.
 - There was additional discussion regarding the oversight of the funds – would there be a segregation of funds (operating budget separate from reserves), yes. And how can the community be assured that the board is following Reserve Advisor's recommended funding plan. It was stated that community members, the board, and the LRPC all play a role. The LRPC can serve as a check and balance and review budget allocation. Because board member(s) can, and do, serve on the LRPC, to avoid a conflict of interest it was discussed that the LRPC chair be a non-board member and that the majority of LRPC members be

non-board members. Because the board has a duty to present a budget that ensures the community is funded properly, and that if it isn't the board can be held responsible (new Maryland law), it was also stated that there should be at least one board member on the LRPC.

- It was stated that the marina fees do not cover the marina's costs and the deficit is currently offset by money coming in from the annual HOA dues. There was support for the offset coming from HOA dues because the marina is viewed as a valuable asset that benefits the community as a whole.
- The deteriorating condition of and the erosion around the culvert perpendicular to marina road and the impact it has on the road and parking lot were raised. Because the culvert was not identified specifically in Reserve Advisor's report, it was suggested that the money budgeted for the tennis parking lot repaving be set aside and used instead to fund any work needed on the culvert and its impacted areas.
- There was a motion to vote on the proposed budget. It was seconded. There was then a proposal to amend the budget, prior to a vote, to remove the 2022 tennis parking lot repaving budget and to reallocate those funds to pay for any culvert work needed this year. Those in favor cited that the tennis parking lot may need to be removed at some point anyway to gain the pervious square footage needed for a common structure to be built and that if the culvert project requires significant funding, we could end up underfunded elsewhere if we aren't able to tap into the parking lot budget. Those against cited that water needs to be better directed away from the courts (and that asphalt crumbs currently wash down towards the courts), potential hazards, and that repaving is a part of the board-endorsed funding plan.
- The amendment to strike the tennis parking lot funding from the budget was put to a vote. It did not pass. There was recognition, however, that the culvert issue needed to be further investigated, delay could lead to more substantial issues, and that next steps would involve getting an inspection and/or proposal for any work.
- There was a motion to approve the budget as originally proposed. It was put to a vote, and it passed.
- Proposed amendments to the bylaws. Andrew Ledford presented three proposed amendments:
 1. A proposed amendment to "Section 5.5 Voting" to allow for electronic voting to be valid in all situations after the quorum of the meeting is established and before voting is closed by the secretary for that specific vote during the meeting. The current bylaw excludes the annual budget from being voted on electronically. Discussion included: a virtual attendee does count towards a quorum, if virtual attendance is seen as equivalent to in-person attendance then do we need to change the bylaw, and how would a secret vote be handled like in the case of board elections (i.e. does our website offer this capability, will we need to use a third party platform, etc.). It was noted that the amendment makes electronic voting possible in all situations but does not mandate it and that it would be up to the board to implement.

There was a motion to amend this bylaw. It was seconded, discussed, and put to a vote. It passed.

2. A proposed amendment to “Section 3.3 Required Dues” to include the following: “Each new lot owner will be subject to a one-time initiation fee of \$1,500 at settlement payable to the Glen Oban Association.” Those in favor cited that the money collected from the fee over time could offset potential future dues increases and that it’s a nominal amount spread out over a 30-yr mortgage. Those against cited that it could be unwelcoming and a possible factor in choosing to buy a home in the community.

There was a motion to institute a \$1,500 initiation fee per lot sale. It was seconded, discussed, and put to a vote. It did not pass.

3. A proposed amendment to “Section 6.4 Election and Terms of Office” to include: “Unless there are no other candidates at the annual meeting willing to serve, an officer (or a subsequent member of their household) shall not serve consecutively beyond two terms. At least one term without household representation must occur before a new term by that household can begin.” It was amended to replace “officer” with “director”. Discussion included that term limits serve as a type of checks and balances and allow more and different households to participate; the importance of having a large enough pool of potential candidates; and that for households, couples don’t always agree and so why not allow for members of the same household to hold board seats consecutively.

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I. Adjournment.

ATTACHMENTS: committee reports

Landscape Committee

2021 was another quiet calm year for this committee. Just the usual maintenance of lawn, gardens and replacements of plants as needed. Outdoorscapes continues to do our mowing, mulching, and cleaning; Freestate Irrigation, is now maintaining the irrigation systems.

We are always looking for new members with special interests in the Glen Oban landscape! Please join us if you are interested in a beautification commitment.

Ann Behrens and John Moghtader

The Long Range Planning Committee (LRPC) met in Late October to discuss the reserve report provided to the board.

Thank you to all who attended!

The LRPC came up with the following recommendations to present to the board.

- That the community adopts the reserve funding plan as put forward by Reserve Advisors as the foundation for the spending plan on the community assets
- That the board uses that funding plan to budget, grow the reserve fund, and spend (on assets) as per the funding plan.
- Dues will need to be increased to meet the reserve funding. Two sources of income exist, annual dues and marina revenue. It is suggested that the community:
 - o Raises dues immediately to \$1000.
 - o Every 5 years (approx.) a dues increase will occur to maintain a median value that equates to the funding plan reserves. If additional expenses are anticipated or the reserves are not meeting the expectation then earlier increases are warranted.
 - o Since \$1000 is slightly shy of the next 5 year average, the marina dues will be raised to make up the difference.
 - Marina dues will be raised to be “market average” for other HOAs in the area with similar facilities.
 - Expected raise per slip to average \$150-200 per slip (average).
- A separate fund to be created for the reserves, requiring 2 person permission to spend from the reserve fund.
 - o Main focus here is a system to keep future board compositions from spending or deviating substantially from the funding.
 - o Suggestion was board president and LRPC committee member.
- A separate committee created to manage investing the reserve funds (where appropriate) to try to exceed the .9% that the RA plan documents.
- That the marina committee/board investigates a yearly spend on the marina (vs a wait and replace model) to maintain the structure. Spending \$20k per year to replace sections may be less disruptive than replacing fully in 10 years. More information needs to be provided on if this is feasible or not.

It is also suggested that the RA plan be adjusted to remove the marina road paving (the full road), and replace that expenditure with a remodel of the pool bathrooms. It was mentioned that they are not ADA compliant and that bringing the pool and bathrooms up to compliance may be in the interest of the community as a whole. This was based on the opinion of the paving company who indicated that the road did not need replacing “any time soon” and that the repairs and traffic load should allow it to be serviceable for many years. It was mentioned that they are not ADA compliant and that bringing the pool and bathrooms up to compliance may be in the interest of the community as a whole. The upgrades would include enlarging one stall per restroom among other smaller improvements.

Marina Report 2021

Updates:

1. Some boards on the finger piers were broken / rotten. These were repaired by a local handyman.
2. Two ice eaters were purchased this winter to accompany the (very old) 2 that we still have.
3. Several floating piers still need to be relocated from slips to open up space for new boats.
4. One hose bib fitting will be added for 2022 to allow more hoses to be hooked up.
5. Some electric should be addressed. I'll be getting estimates to clean things up. For example we have one broken receptacle box, and over head lighting adjustments.

Respectfully yours,

Chet Goudy

January 13, 2022

1. Playground Committee Report. Submitted by Steve Broadwater, GOA Playground Committee
Chairperson: The GOA playground is an asset that is utilized by many members of the community.
 - a. Playset Area
 - i. No mulch was required this year after a heavy dose the previous year; 2022 will require additional mulch to be added.
 - ii. The structural integrity of the playset will be re-evaluated in 2022.
 - b. Swingset Area
 - i. One of the swings was replaced. The structural integrity of the swingset will be re-evaluated in 2022.
 - c. Sandbox Area
 - i. Sand will need to be added in 2022.
 - ii. Several toys that were in the sandbox were in bad shape with rough edges, etc. and were disposed of accordingly.
 - d. Basketball Court
 - i. Several trees were trimmed to remove the Mutumbo-esque obstructions; more trimming to occur in 2022.
 - ii. A deckbox was previously added to the basketball court area and fortified with a variety of sports equipment (basketballs, soccer ball, whiffle ball, cornhole, washers, etc.). Halfway through 2021, virtually all of the sports equipment was no longer in the box and the lock was gone. A few additional balls were added and have also since went missing (or sent for an adventure down marina hill). Most recently, during the first snowstorm of the year I drove by the court and noticed the deckbox was left open. We like the idea of providing sporting equipment for the community, especially the younger members, but it is a challenge to justify re-stocking the deckbox if the items are simply going to go the way of the dinosaur. Locking the box proved to be useless, as it was rarely re-locked and ultimately the lock was gone. Any suggestions from the community on how to provide this amenity in a more sustainable fashion are welcomed by the committee.
 - e. Surrounding Areas
 - i. The shrubs/trees/etc. in the surrounding areas were trimmed.
 - ii. The tetherball was replaced.
 - f. Items for Discussion
 - i. Budget: No changes proposed.
 - ii. Please be reminded to not leave trash in the playground, with a special emphasis on plastic water bottles and popsicle wrappers.
 - iii. Are there any unmet needs pertaining to the playground area from the community? Please let Sarah, Doug and/or me know if you have any ideas.

Pool Committee. Submitted by Heather Dodd, GOA Pool Committee Chair
Feb 2022

Thankfully the GOA pool returned to normal operations in Summer 2021 and all 3 Glen Oban summer parties were one again celebrated at the pool! We expect the same this coming summer of 2022. We are gearing up for the 2022 pool season and will be using Ace Aquatics again this year. They continue to provide us with good service and maintenance.

The most exciting changes at the pool last year were:

- More seating is available! At last year's GOA annual meeting, the membership voted to purchase 20 additional chairs for the pool. They arrived at the beginning of the pool season and neighbors were able to enjoy the additional seating all summer.
- Parties are back! Covid had prevented any parties at the pool during 2020. However, now we are able to have our pool available to be requested for parties again (ie, graduation, birthday parties, etc.). In order to make sure the pool is staffed adequately to provide safe coverage of your guests, please reach out to the pool chair ahead of time to reserve space for parties with more than 10 guests. Pool will be open to the neighborhood when a special event occurs (ie, parties are not private), and parties must occur during normal pool hours.
- Adult/Lap Swim is available upon request! If you would like to swim laps, please ask the guard and the first 10 minutes after returning from break will be adult-only lap swimming.
- Last but not least: The toy bin is back! Truthfully, it's roulette to know what is in the toy bin at any given time, but there is a random assortment of pool noodles, water toys, basketballs, etc, that are available for you and your kiddo's enjoyment.

Important pool dates:

- Community/pool clean-up morning: either Sat May 14 Or Sat May 21 (weather dependent- keep an eye on that GOA email!) at 8am. While this is a work-day, it is also great fun to see the pool area cleaned up, tables/chairs set out, and get caught up with neighbors we haven't seen in a while! I'd like to send out a big Thank You for all the neighbors who volunteered to prep, clean, and setup the pool last year!
- Opening day: Saturday of Memorial Day weekend (Sat May 28)
- Closing day: Monday of Labor Day weekend (Mon Sep 5)

For new families, we have community pool parties on the 3 holidays that the pool is open: Memorial Day, July 4th, and Labor Day. In addition, the pool stays open an hour later on Fridays so we can enjoy an informal happy hour with our neighbors as a great start to the summer weekends. See you at the pool!

1. Tennis Court Committee. Submitted by Phelps Kelley, GOA Tennis Committee Chairperson:

The tennis courts are a valuable asset that are used by many members of the community. Outdoor tennis has continued to be recognized by the USTA as a very safe form of exercise during the pandemic. We have a tennis camp for children every summer with great success. We also offer a weekly adult tennis clinic in the spring, summer and fall. All instructors are required to submit proof of Liability Insurance before classes begin. Pickleball is fast becoming a very popular sport being played on the tennis courts. As with tennis, this is a great family game and is enjoyed by players of all ages and skill levels. Due to the sound of the hard ball and solid paddles, Pickleball cannot be played before 10am. Players are also encouraged to purchase low noise paddles such as the ones found on this list, <http://pball.grandpickleball.org/paddlerule.pdf>.

In terms of maintenance and upkeep of the courts:

- a. The surface of the courts were completely resurfaced and repainted in 2015. The rule of thumb is that the courts should be resurfaced every 4 to 8 years, so we are fast approaching the time to have this done again. Unfortunately, new cracks continue to appear annually, as this is the downside of having an asphalt surface. This past spring I recommended that repairs be made to all the cracks in the court and repainted. Due to weather and supply chain issues, the work was finally completed in October. This will take us to the year 2023 when we will need to do an entire resurfacing and repainting. I recommend that 3 bids for the work of resurfacing the courts be obtained in order for the board to allocate the appropriate funds for the 2023 HOA budget.
- b. The parking lot has major wear and cosmetic damage. It will need to be resurfaced. I recommend the Board allocate appropriate funds to allow for this work to be done as soon as fiscally possible.
- c. The two benches are in fair condition and typically require a few boards to be replaced each year and repainted.
- d. The wind-screens were replaced in 2017 and are guaranteed for 5 years, but do require occasional maintenance of the plastic connections to the fence.
- e. Typically I replace the two combination locks every year as they rust over time and occasionally mysteriously disappear.
- f. The nets are in good shape but will need to be replaced in 2023.
- g. Typically I spray and weed whack the entire fence line of the courts and parking lot surface every few months to keep the weeds at bay.

I am asking the Board to continue to maintain the budget to cover the cost of the purchase of paint and a few pressure treated 2 x 4 boards for the benches, 2 new locks and whatever else is needed to do minor repairs to the tennis courts during the year.