Severn Woods Homeowners Association

Board Meeting Minutes - 3/31/2025

Attendees

- Mary Robinson (President)
- Tom Friedrich (Treasurer)
- Mike Young

Summary

- Records Management
- Interest
- Approved Ballot
- Landscaping Source Selection
- Homeowner Complaints
- Role Change

In Depth

- Meeting started at 5:35pm.
- Shared how the former 3 boxes (one per board seat) plus 1 from a homeowner was all sifted through, organized, and condensed into one big box of records now separated by topic so it's all much easier to go through now. Much that federal government doesn't consider records was discarded (following their procedures):
 - o messages/emails where a key decision was not made
 - o more than one of a given template
 - o advertisements from other companies we were holding
 - letters dating back as far as 1990 about how much an individual homeowner owed who
 no longer lives in the community and whose home is in good standing
- Board agreed unanimously to execute on its right to apply interest to all homeowners in arrears. The one-time period of allowing homeowners to catch up is over. The latest dues notices will include 12%/year uncompounded interest on previous years' unpaid dues.
- Went over the April 2025 ballot and agreed unanimously for the record it captured what the homeowners had preliminarily approved or raised themselves at the March 2nd meeting.
- Did a blind source selection for our next Landscaper
 - Were given redacted bid forms where the company's name was blocked out being referred to instead as "COMPANY 1", "COMPANY 2", etc.

- Were given redacted email communication between us and the company for us to see how they communicate.
- Each Board member was given a ranking sheet with an ability to add notes.
- All Board members filled out the sheets with their opinions and then totals were captured to know the order in which the Board will be approaching the landscapers with a contract.
- Went over recent homeowner complaints. Mostly in regards to vehicles but also animal droppings.
- Board recognized the role change agreed to between Mary and Tom to change their roles from VP and President to President and Treasuring, both acting.
 - Mary approved Tom to send the latest newsletter draft and get it approved by her before it goes out.
- Meeting Ended 7:22pm