

OLNEY CROSSING HOMEOWNERS ASSOCIATION
BOARD MEETING
FEBRUARY 10, 2025

Location: Home of Michele and Glen McLeod, 17301 Monitor Drive, Olney, MD

Board in attendance: Michele McLeod, President; Eric Wenocur, Vice President; Delyara Vacin and Carol Bickford. Also Iman Niknejad, head of Architectural Control Committee.

The meeting convened at 7 p.m

Agenda

Adding Iman Niknejad as a board member.

The board voted unanimously to add Iman Niknejad to the board, after reviewing the bylaws and seeing no prohibition against doing so.

Name board officers

The board voted unanimously to name Michele McLeod president, Eric Wenocur vice president and Iman Niknejad secretary, as well as retaining his position as head of the Architectural Control Committee. Carol Bickford and Delyara Vacin were named board members at large.

Michele volunteered to take over collecting dues payment checks from the post office and depositing checks into the OCHOA account at Bank of America. She said she would meet with Julie Jenkins and Bank of America staff to transfer the HOA debit card to her name and replace Julie as the second person on the account along with Krista Boteler, HOA treasurer.

Communications among members

Board members elected to adopt the messaging service app Signal for short, immediate board related messages. Iman said he would create a group chat on Signal for the OCHOA board. Eric requested that group members refrain from using emojis in their messages. All agreed.

The group decided to use email for more formal, official discussions so that there would be a record.

Email collection of members and survey of billing and payment preferences

The board discussed how to vet existing members' emails and to acquire ones it did not have. Eric proposed sending the list document of emails he had, along with those that had been collected by Krista Boteler. Iman said he would review the lists and combine them into one document.

Michele suggested divvying up the list of missing emails by street. Board members would go door-to-door in pairs to introduce themselves and request the residents' emails. The collection would begin once an email list was finalized.

Eric said he would look into the platform group.io for sending out mass email correspondence/communication methods while missing emails were being collected.

Alternative dues payment options

Michele reported that she retrieved 10 to 15 payment checks in the HOA PO box. Looking into other options, such as automatic payments, which had been discussed previously, would be tabled for the immediate future and, instead, homeowner members would be encouraged to pay via Zelle as an alternative to sending checks for payment.

Snow removal policy

The board discussed the cost and decision-making around clearing the sidewalks after a snow storm. Ann Metayer, the HOA previous vice president, had reported at a previous meeting that CER, the HOA's landscaping contractor, decides when to salt and clear the sidewalks. The board voted to contact CER preemptively based on the review of the weather following a snow event. If there is rain and warm weather, no need to salt and shovel. Michele said she would inform CER of the decision.

Engaging a management company

The board discussed whether to investigate engaging a management company to handle the HOA's ongoing bill collecting and administrative work. The board decided to keep the status quo for 6 months to a year so Michele could get a sense of the workload for the board. In the meantime, Michele volunteered to look into local management company options to quote and get a sense of pricing and services offered

Other actions

The board discussed the Community Governance Fundamentals training through Montgomery County. The specific training seemed to be focused on larger HOAs. Michele said she would look into completing the training in the future.

Contracts with vendors/service providers. Michele will request a copy of the CER contract from the owner Chris Retzos.

Krista Boteler shared the list of rental properties in the HOA.

Michele shared the list of new board members with the HOA's legal consultant, David Gardner and Krista Boteler.

The following meeting date was suggested April 7, 2025 The meeting adjourned at 8:30 p.m.