

SPRINGFIELD STATION HOMEOWNERS' ASSOCIATION
ANNUAL GENERAL MEMBERSHIP MEETING
OCTOBER 21, 2023
MINUTES OF THE MEETING - DRAFT
www.springfieldstationhoa.org

CALL TO ORDER

The annual meeting of the Springfield Station Homeowners' Association (SSHOA) was called to order at 11:00 am at the Sport Court on October 21, 2023. It is noted here that the General Meeting was initially planned for October 14, but it was raining that day so the meeting was delayed for a week as planned in the announcements for the General meeting.

ATTENDANCE

The SSHOA Board Members in attendance introduced themselves: John Giuliani (Vice President/Acting President); Geoff Ballou (Treasurer), Vicky Johnson (Secretary); and at-large members: Jim Klein, Manny Pablo, Dan Germain, and Taylor Chastan

The following Board Members were not in attendance: Trudy Stellar; and Anwar Zzaman.

The full list of members in attendance is recorded in Appendix A.

AGENDA

- Review of 2022-23 Community Activities (Spring Clean-Up day)
- Financial Report & 2024 Budget Approval
- Capital Improvement Plans
- Long Term Budget & dues increase
- Housing update
- Open Discussion (By-Laws, ...)
- Election of 2023-24 SSHOA Board members

WELCOME AND INTRODUCTIONS

John Giuliani reviewed the history of the Common Area designations and locations. There are 182 units and 8 mini courts. He then had the attending Board members introduce themselves.

Summarized the agenda for the meeting. Included was the reason that there was not a Spring Clean-up Day because FFX CTY does not allow us to spend funds on such a project for personal items. Only items from the common areas would be allowed.

The SSHOA does carry insurance on common property.

The SSHOA collects the regular and mini-court annual dues. Residents can do it via online credit, checks, etc. It has been made very resident easy. The year covered goes from 1 June to 31 May. It includes 182 units and 8 mini courts.

The SSHOA complies with all State and Federal laws. This includes IRS taxes, Homeowner Disclosure packets, and the guidelines for the Chesapeake Bay Watershed Act and FFX CTY. These laws take priority over outdated HOA by-laws when applicable. e.g. reclaiming the area of the basketball courts behind the sports court and receiving a refund on the effort.

The SSHOA ensures the maintenance and upgrade of all common areas and grounds.

SSHOA meets quarterly to conduct business. It does not settle disputes between neighbors nor enforce FFX CTY regulations.

Boards members and community volunteers completed many actions. They were listed in the meeting package.

FINANCIAL REPORT

Geoffrey Ballou presented the 2022-2013 Financial Report

WAVE, and new free software application has been implemented to track HOA expenses. It allows us to compare what was budgeted and how much was actual spent.

The lines items for grass care has been divided between grass care and trees work.

Joyce Guiliani would like the lawn service to take over the weeding and mulching of the area in front of the SS brick wall sign at the front. Jim Klein will check on the cost.

It was recommended that the Boards explore some higher-yielding accounts to invest its capital funds. At this time, almost no deposit interest is received from our current account at Truist.

Whenever possible, automation has been implemented for paying funds.

It was explained the approval/authorization for expenses and the disbursement is handled via different members of the Boards. The Board votes on the request. If approved, the president authorizes the treasurer to disburse the funds.

John Guiliani did a future budget for capital improvements. It will be necessary to continue to increase dues to fund capital projects, and even then, we may not be able to meet the demand.

The outdated by laws stated that we need cause an annual audit to be made by a public accountant at the completion of each fiscal year. This would cost the HOA thousands of dollars, which the current/future budgets could not allow without a large fee imposed on the residents. There have been no issues with any of the budget of budget disbursements. An internal audit was conducted on items in the last 20 months. No problems were found. Due to the automation and ability to check the budget, it was agreed that an internal audit will suffice.

Motion: Moved by Dan Germain and seconded by Carol Keine “Accept the proposed 2024 budget is \$25,255.02 which includes a projection of \$10,215.24 to be set asides for the Capital Reserve Fund. The motion carried with all in favor.

HOUSING REPORT

Dan Germain provided a housing update

Houses in the HOA continue to increase in price, with the average selling price of \$836,167. Last year, it was \$784,817

OPEN DISCUSSION

By-Laws are seriously outdated and need revisions

Technology has changed the way we can do business, and emails can now be used to seek approval from members of the Board. Email was not available when the by-laws were originally written.

The Meeting of the members will be held once a year as schedules and locations allow.

There are many items that need rewriting. Currently, all decisions made by the Board have been made with keeping the intent of the law and by-laws. There is also the intent of keeping costs low for the residents. Martha Kiene and Gail Simpson will lead a team to review the by-laws and revise as needed and appropriate.

To enable the Board to seek opinions, get approvals when needed, etc., it needs the email address of all residents.

BOARD ELECTIONS

Boards of Director Changes

Two new names were submitted as future Board members, Luanna Durazio and Debbie Dosch.

Dan Germain wants to step down from the Board as a voting member. He will continue to do the HOA web and act as its Agent.

Motion: Moved by Joyce Giuliani and seconded by Greg Milonovich

“Approve Luanna Durazio and Debbie Dosch as new SSHOA Board Members.”
The motion carried with all in favor.

Boards positions will be determined at the next Board meeting, likely to be held in early November.

ADJOURNMENT

Motion: Moved by Geoffrey Ballou and seconded by Manny Pablo “Adjourn the SSHOA Annual General Membership Meeting.” The motion carried with all in favor at 12:05 pm.

Meeting adjourned at 1205

Respectfully submitted,
Vicky Johnson (Secretary) and John Giuliani

DRAFT

APPENDIX A: Attendees

Kennith & Louisa Quesenberry	8725 Arley Dr	lbques@gmail.com
John & Joyce Giuliani	8733 Arley Dr	jngiuliani@cox.net
Jim Klein	8735 Arley Dr	jimeklein@gmail.com
Taylor Chasteen	8731 Arley Dr	gcmajor7@aol.com
Anteneh Solomon	8801 Arley Dr	antenehsolomon@yahoo.com
Greg Milonovich	7307 Skibbereen Pl	gmmilon@yahoo.com
Ed Gramp	8726 Cuttermill Pl	betedgramp@yaoo.com
Manny Pablo	8739 Cuttermill Pl	fredpablo@cox.net
David & Gail Simpson	8811 Arley Dr	gdunc14@gmail.com
Deborah Dosch	7301 Redbridge Ct	
debbie.dosch@gmail.com		
John Meling	8740 Arley Dr	johnmeling1@hotmail.com
Martha Kiene	8714 Arley Dr	kienebee@yahoo.com
Geoffrey Ballou	8724 Whitson Ct	geoffreyballou@gmail.com
Ralph Hitchcock	8482 Applecross Ln	ralphhtch@yahoo.com
Vicky Johnson	8840 Applecross Ln	mcinjohn@cox.net
Dan Germain	8811 Aquary Ct	djgermain@gmail.com