

Terrace Towne Homes of Woodlawn (TTHW) Monthly Board of Directors Meeting Minutes
Wednesday, February 15, 2023 @ 6:30 P.M.

The Board meeting was conducted via Zoom conference call (301) 715-8592; ID: 837 9786 8469

TTHW Board Member Representatives: Cheryl Jelks, President; John Thomas, Vice-President; Eleanor Foddrell, Treasure; Cynthia Addis, Secretary; Absent Derian Williams

BCM Participant: Terri Jenkins, Barbara Keith

Call to Order and Proof of Quorum: Cheryl Jelks verified proof of quorum and called the meeting to order at 6:30 p.m.

Executive Session: John motioned to move into Executive Session at 6:31 p.m. Eleanor seconded; the motion passed 3-0. Cynthia was not on the call at the current time.

Cheryl motioned to close Executive Session at 6:35 p.m. and move into Open Session. Cynthia Seconded; the motion carried unanimously.

Open Forum: None.

Minutes: Cheryl motioned to approve the January 2023 meeting minutes. Cynthia Seconded except for removing the passcode from the meeting minutes; the motion carried 3-0-1, with John abstaining because he did not attend the previous meeting.

Financials: Reviewed.

Management Report: Reviewed.

Paul Davis found additional ceiling drywall work in 8674 that will cost \$1,611.75. It will take Paul Davis 3-5 days to complete the asbestos project in each of the units. They will complete one unit at a time. Cheryl, John, and Cynthia agree to let the units involved use Pods to store their household items with the exception that the Pods must be placed in the parking spaces near the dog station; Eleanor did not agree.

Unfinished Business:

1. Cynthia motioned to ratify the following email vote; motion by Cynthia, seconded by Eleanor and all approved. "I move that the association not file an insurance claim for the sewer back up at the 8670 building due to keeping the future insurance rates at a reasonable level, that effects units 8670, 8674, and 8678, and that the association will pay for the remediation, and other costs to get the units back up to the "as built" condition.
2. Cynthia moved that the association not pay for any moving, nor replacement of belongings from the unit, nor relocation fees resulting from the work. Cheryl seconded; the motion carried unanimously.
3. Cynthia motioned to ratify the email vote to approve Paul Davis to do the asbestos removal at 8670, 8674, and 8678 at a cost of \$22,252.06, so moved by Cheryl, seconded by Cynthia and all approved. Cheryl Seconded; the motion carried unanimously.

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New Business:

1. Cynthia motioned to accept the 2023 Gutter Cleaning Proposal from Maple Leaf in the amount of \$3,306.00. John Seconded; the motion carried unanimously.
2. Cynthia motioned to accept the Goldklang Group CPAs, P.C.'s Proposal for Audits and Tax Preparation for 2023 & 2024. John Seconded; the motion carried unanimously.
3. Cheryl motioned to accept Brother's Proposal to include the additional sidewalk at 8680 in the total amount of \$4,250.00. Cynthia Seconded; the motion carried unanimously.
4. Cynthia requests that all votes go into one email thread for historical purposes.
5. The following pole lights are out, and Terri will contact Dominion Energy: 8834 – C0910EK61; 8818 – C0910EJ59 (has blue tape on it and Dominion was contacted previously); 8808 – C0910EJ69; and 8696 – C0910DK22.

Motion to adjourn by Cynthia, seconded by Cheryl, and unanimously approved at 6:56 p.m.

Next Meeting: March 15, 2022 @ 6:30 p.m. via Zoom.

Respectfully submitted,

Barbara Keith