

**Terrace Towne Homes of Woodlawn (TTHW) Monthly Board of Directors Meeting Minutes  
Wednesday, March 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; Derian Williams, Member at Large

*BCM Participant:* Terri Jenkins, Barbara Keith

*Residents Present:* Valentina, Diana and Adellisa Hodzic (8778 Walutes)

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*Call to Order and Proof of Quorum:* Terri Jenkins verified proof of quorum and called the meeting to order at 6:34 p.m.

*Open Forum:* The Hodzic family wanted to make the Board aware of an incident that occurred on Sunday around 6pm between Valentina Hodzic and Cheryl Jelks. The Hodzic's feels that Cheryl has targeted their family. They would like a resolution to this and to make sure this does not happen again. Cynthia witnessed the incident. Terri asked that the family deals with management moving forward, but she will send an email to Valentina with the results of what the Board decides.

*Executive Session:* Cynthia motioned to move into Executive Session at 6:49 p.m. John Seconded; the motion carried unanimously.

Cynthia motioned to close Executive Session at 7:14 p.m. and move into Open Session. John Seconded; the motion carried unanimously.

Cynthia motioned to removed and grind stump of the tree at 8688 with no tree replacements. John Seconded; the motion carried unanimously.

The Board unanimously denied the request for parking permits from unit #73.

Cynthia motioned to install a handicap space for unit #96 at the suggested location for the duration of the tenant's lease (handicap placard expires 8/31/2027). John Seconded; the motion carried unanimously.

*Minutes:* Cynthia motioned to approve the February 2023 meeting minutes. John Seconded; the motion carried unanimously.

*Financials:* Reviewed.

Cynthia motioned to have Cheryl cash out the Hamni CD 1335 and to use those funds to open an account with Sandy Spring Bank at an interest rate of 4.25% for the longest term available. John Seconded; the motion carried unanimously.

*Management Report:* Reviewed.

1. Eleanor motioned to approve the Vortex Mosquito Treatment proposal in the amount of \$65.00 per month. Cynthia Seconded; the motion carried unanimously.
2. Vortex also looked at 8732-8736 where squirrels were getting into the attic and submitted proposal for work at \$400, under management limit and a recurring issue; neither of these units allowed previous contractor inside unit to do work. One of the units asks the Board to consider removing trees at the unit so that squirrels don't have access to roof. The Board requests management to get estimates for tree pruning at 8732-8736.

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*Unfinished Business:*

1. Terri will follow up with Fairfax Water Authority regarding the request for forgiveness on an \$8,000 water bill. Terri also received a call from Fairfax Water Authority stating the water meter at 8720 was stuck and they were going to replace on Tuesday, March 21st from 9-11. This will affect the following buildings: 8670, 8720, 8730, 8740.

*New Business:*

1. The Board requests Terri to reach out to counsel regarding 2023 pool rules, pool form and waiver form.
2. Cynthia motioned to accept Abatement of Asbestos Resolution 2023-01. Cheryl Seconded; the motion carried unanimously.

Motion to adjourn by John, Seconded by Cheryl, and unanimously approved at 8:00 p.m.

*Next Meeting:* April 19, 2023 @ 6:30 p.m. via Zoom.

Respectfully submitted,

***Barbara Keith***