

**GREENFIELD AT COLLEGIATE ACRES, INC. | QUARTERLY MEETING**

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**Thursday; April 27<sup>th</sup> 2023 @ 18:30**  
**The Reserve Clubhouse**  
**18303 Buckeye Circle; Hagerstown, Md. 21740**

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**Meeting called by:** Board of Directors  
**Type of meeting:** **Open Session**  
**Facilitator:** Bianca Bowman- President  
**Note taker:** William Huber – Secretary

**Roll Call:**

Bianca Bowman – President, Ralph Huffman – Treasurer, Greg Pugh – Webmaster and Will Huber – Secretary; in attendance  
Jen Klein, Vice President - absent

Holly Blubaugh and Mick Hersh – APM Property Management in attendance.

- I. CALL TO ORDER – President, Bianca McKenzie called meeting at 18:30**
  - i. Quorum was established
- II. Hagerstown Police Department (HPD) / Neighborhoods 1<sup>st</sup> / Code Enforcement Officer**
  - i. **HPD** – no updates at this time
  - ii. **Neighborhoods 1<sup>st</sup>**
    1. Annual Dinner, April 26<sup>th</sup> 2023
      - a. Bianca Bowman, Jen Klein, Ralph Huffman, Greg Pugh – in attendance
      - b. Will Huber - absent
    2. Great Neighbor Award presented to Mari Sugimura
    3. Volunteer Coordinator Mari requested for more trash bags
- III. Acceptance of Board Meeting Minutes from January 26<sup>th</sup> 2023**
  - i. Ralph motioned to accept, Greg 2nd, all in favor – motion passed
- IV. Financials**
  - i. Reviewed by Property Manager Holly
  - ii. Reserve Study (Maryland Law) paid in full
  - iii. Greg motioned to accept, Ralph 2nd, all in favor – motion passed
- V. Old Business**
  - i. Board laptop was purchased – Will has possession to complete data from Radar Signs

**VI. New Business****i. Reserve Study Data**

1. Must be completed every 5 years (Maryland Law)
2. \$6,500 to be moved into Reserve account each year to cover cost of updates/upgrades that may be needed within our community in the future
3. Asphalt in Overflow parking lot to be resealed within the near future
4. Pond to be reviewed in 2028 for potential updates

**VII. Other items & Comments**

- i. Yard Sale – Saturday; May 20<sup>th</sup> 2023 – no rain date set
- ii. Dumpster – June 6<sup>th</sup> – June 8<sup>th</sup>
- iii. Block Party – Saturday; June 24<sup>th</sup> 2023 – 12pm – 2pm
  1. Mission BBQ – invoice paid in full
- iv. Tulips / Fall flowers – needs to be reviewed for potential updates in the future

**VIII. Adjournment of open session @ 18:48**

*Minutes respectfully submitted by William Huber (Will) - Secretary*