

GREENFIELD AT COLLEGIATE ACRES, INC. | MONTHLY MEETING

Thursday; September 29, 2022 @ 18:30
The Reserve Clubhouse
18303 Buckeye Circle; Hagerstown, Md. 21740

Meeting called by: Board of Directors

Type of meeting: Open Session

Facilitator: Bianca McKenzie - President

Note taker: William Huber – Secretary

Roll Call:

Bianca McKenzie – President, Jen Klein - Vice President, Ralph Huffman – Secretary, and Will Huber – Secretary; in attendance.

Greg Pugh – Webmaster; not in attendance.

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

I. CALL TO ORDER – President Bianca McKenzie called meeting at 18:31

II. Hagerstown Police Department (HPD)

- i. No updates at this time

III. Neighborhoods 1st

- i. No updates at this time

IV. Acceptance of Board Meeting Minutes from August 25th, 2022

- i. Ralph motioned to accept, Jen 2nd, all in favor – motion passed

V. Financials

- i. Reviewed by Property Manager Holly; Jen motioned to accept, Bianca 2nd, all in favor – motion passed
- ii. Internal audit approved by the board due to the HOA's bank no longer requires dual signature on checks greater than \$2000.00
 1. Board of Directors will review bank statements each month with our property manager to continue our diligence / practice.

VI. Old Business

i. TrafficCalm – Radar Speed Signs

1. City of Hagerstown will be installing the Post / Signs within the near future
2. Project Completion is expected by Winter

VII. New Business

i. Yard Sale Banner / Posts

1. More durable
2. Quotes to be obtained for a new sign

ii. Event Sign within community

1. City of Hagerstown declined

VIII. Other items & Comments

i. Power Outage – Potomac Edison

1. October 4th between 8am – 9am & 1:30pm – 2:30pm

ii. City of Hagerstown Code-Enforcement Officer

1. If a notice is received, please address immediately due to if issue has not been resolved within the time allotted, fine / extra cost that is given to homeowner will need to be addressed by the City and not the Board of Directors and/or Property Management
2. The following will be reviewed each week during community visit
 - a. Grass 10inches +, Weeds, Trash/Debris, Bulk Items, Low hanging tree branches, Graffiti, Walk Fence Line, etc.

iii. Dumpster

1. Deferred until Spring 2023

iv. Decorating Contest

1. Halloween / Fall

- a. Judging to take place between October 24th – 26th
- b. 2 winners will be announced at the Annual HOA Meeting

2. Holiday / Winter

- a. Tabled to review during October Meeting

v. Yellow Jacket – Calming Signs

1. Speed Signs unable to be installed due to criteria of sign
2. Other options are being reviewed with vendor
 - a. More information in the near future

vi. USPS – Issues with mail carrier

1. Contact Postal Inspector at 877-876-2455

IX. Adjournment of open session @ 18:57

Minutes respectfully submitted by William Huber (Will) - Secretary