



Queen Anne Estates Homeowner's Association

P.O. Box 1552

Bowie, MD 20717-1552

April 28, 2023

Minutes of The General Membership Meeting, March 16, 2023

The semi-annual meeting of the general membership was held March 16, 2023, at the Patuxent River 4-H Center. It began just after 6PM, ended just after 7PM, and was presided over by Maryanne Leginus, president.

Attendees. Attendee sheet attached.

Approval of minutes. There were no minutes from the June 22, 2022 meeting. Minutes were taken by association member, Chris Woodhead, and will be provided for approval separately.

Introductions. Dr. Maryanne Leginus, President, introduced Steve Catalano, VP; Brittany Clark, treasurer; and John Brown, Past President.

Business and Motions

By-Laws. Abridged amendments to the By-Laws were presented to the membership. The president opened the floor for discussion on the amended By-Laws. A member asked if the By-Laws allow video conferencing. This was confirmed by the president. The president mentioned that by state law a 3/5 majority is now needed to approve amended By-Laws. The motion to approve the amendments to the By-Laws passed.

Semi-Annual Meetings of Members. The president then proposed further amending the By-Laws to hold annual meetings of members, instead of semi-annual meetings (see ByLaws, Article III, Meeting of Members, Section 2, Semi-annual Meetings). A member asked if semi-annual meetings were required per state law. The president stated she would research and provide feedback to the member, though a meeting may be called at any time. A member asked why the change was necessary. The president stated that a poll presented by the former president, at the June 2022 meeting, indicated a split interest. The president then asked for a motion to approve. The motion to hold annual member meetings passed.

Domain Name. A domain was proposed for the association by the president. The website will include historical archives of association documents, current documents, meeting notices, announcements, and other information of interest. It may cause dues to increase up to \$43. The

cost to obtain a domain name and have a functional website is probably no more than \$25 a year. Having documents online may make it easier for realtors and buyers. The president hopes to

have the website up by the fall. A member asked about email communications. The president asked members to leave email addresses on the sign-in sheet for future electronic

communication. The president mentioned hoping to have a means of central communications. A member asked about backup for the website documents. The president stated that paper copies will be kept, as well as flash-drive. The president stated that the **BOD** will explore obtaining a social media account such as Instagram.

Neighborhood Drop Box. The president stated that the BOD is looking into use of a local street drop-box vs. the P.O. Box.

Virtual **BOD** Meeting. The president mentioned consideration of plans to hold at least one virtual board meeting prior to the next general membership meeting of which all members are invited to participate.

Streamlined **BOD**. The president mentioned a **BOD** vision to develop written procedures and timelines for association activities to ensure a smooth transition from one **BOD** to the next, and to address issues important to membership.

Officer Reports

The treasurer's report was presented by Brittany Clark. 36 lots. \$40 per lot. Main expenses are insurance, Outlot care, and the P.O. Box. Property taxes for the Outlots has dropped. Lawn care costs dropped in 2021. The P.O. Box is expensive at \$200/year. This is a reason for discussion of a neighborhood depository. The treasurer mentioned issues from prior years with mail and checks getting lost and a need to avoid this. The website would be \$25/year. A member asked why the report shows 30 lots in 2022, and 36 in 2023. The treasurer stated that six lots have not paid 2022 dues, and that since March 1st, maybe two other checks within the last two weeks - bump that up to 32. There are 36 lots. 2021 and 2020 dues were not collected. There was no income those two years. For reasons unknown, there was no payment of property taxes in

2021.¹⁸¹ These taxes are not showing in the bank account. Anything without a number (dash) on the spreadsheet indicates an unknown; i.e. not showing in the bank account. A member mentioned that, normally, a full bank account balance is showing on a treasurer's report. The treasurer mentioned that the total was not checked, but it is \$6,000 or \$7,000. The treasurer will provide the member a final number. A member asked if the numbers include 2023. The treasurer stated 12 members were outstanding for 2023. The treasurer asked any members present to provide a check today, if able. Checks may also be placed in the mail. The P.O. Box has not been checked since the 1st of the month. Individuals that have not paid for 2022 and 2023 will receive a letter within the next week to become current. Nonpayment has consequences regarding refinancing, selling, and voting. Late fees may be assessed and a lien placed on the property. A member asked how many of the outstanding unpaid 12 are present at the meeting, as this affects the validity of today's voting. The president stated that invalid votes would not affect whether any of the previous items had properly passed or not. The president said she would "get those and take care of that." The president asked a member if he would like her to pay his dues, then he could then repay the president later. The president then told the treasurer that the names need checking.

More Business, Neighborhood News, Events, and Reminders

Future BOD Meetings. The president stated that the **BOD** is going to meet more regularly. The BOD will need to coordinate schedules to figure out when meetings will be. Meetings will be virtual. If members do not have access to the internet they are welcome to come to the president's house to participate.

Dogs. The president mentioned to please leash dogs per county law and clean up after your dog so that they are not leaving "presents."

Speeding. The president mentioned that she and others must often jump off the road while walking to avoid being hit.

"A Neighborhood Industrial Site." A member asked if zoning has been changed, as our subdivision looks like an industrial site. She called 311 to no avail. The president mentioned that this she is working with the president of the Neighborhood Watch and the other association president. The BGE lot trash needs to be cleaned-up and the lot locked. 311 is providing no response.

"The Verizon Cabinet." A member mentioned the non-functional BGE cabinet at the SE corner of Queen Anne Road and the W entrance to King James Road. He felt it needed taking care of by someone.

Southlake Politics. A member discussed his efforts regarding Southlake and political funding.

Block Parties. A member mentioned a desire for having block parties. The president stated this was another good reason for a website.

Road Collapse, Pothole Danger, and Homes vs. Lots. A member mentioned that a section of Queen Anne Road NE of Queen Marie Court with the stream guardrail is deteriorating. One could easily find themselves in a bad situation. A member mentioned a hole on Queen Anne Road, close to 301. The president requested members call these in. Another member mentioned the trees remaining on the sides of the road, after the county has cleared the road. The president said she would talk to the president of the Neighborhood Watch. A discussion ensued regarding how many lots vs. homes exist in the neighborhood.

Annual Elections

The president mentioned that the current BOD has agreed to serve another year if that is what the association wants. Nominations are open to others to serve. A member thanked the BOD for its service. A question was asked about the current board secretary and, the position being vacant, Chris Woodhead volunteered to be the nominee for secretary.

Officer Voting. The president opened the floor for voting of officers. The president asked members not to vote if their dues were not fully paid, unless they are willing to provide the treasurer a check tonight to be considered in good standing. Maryanne Leginus was elected president; Steve Catalano, VP; Brittany Clark, treasurer; and, Chris Woodhead, secretary. The president stated that there was one proxy vote. ¹¹²¹ No voting occurred for the Past President position. A member recommended that votes be conducted by a calling-out lot numbers, to avoid confusion.

Amended By-Laws Regarding Past President Position. There was a discussion pertaining to a change presented in the June 2022 meeting to the By-Laws, regarding the past president position. The president stated that the former president remains in the Past President position, and that the

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amendment discussed would be reflected in the By-Laws.

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A motion to adjourn was approved.

Finalized minutes await approval at the next **BOD** and membership meetings.

Sincerely,

A handwritten signature in black ink, reading "Christopher R. Woodhead". The signature is written in a cursive style with a large, stylized 'C' and 'W'.

Secretary

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Queen Anne Estates Homeowners Association

2023 Annual Budget & Actuals

| ----- as of March 1, 2023 | | | | |
|---------------------------------------|--------------------|---------------------|---------------------|----------------------|
| INCOME | 2023 Budget | 2022 Actuals | 2021 Actuals | 2020 Actuals |
| Dues Per Lot | \$ 40.00 | \$ 40.00 | \$ 40.00 | \$ 40.00 |
| Number of Lots | 36 | 30 | 0 | 0 |
| Total Income | \$ 1,440.00 | \$ 1,200.00 | \$ - | \$ |
| OPERATING EXPENSES | 2023 Budget | 2022 Actuals | 2021 Actuals | 2020 Actuals |
| Insurance | \$ 529.00 | \$ 560.00 | \$ 560.00 | \$ 550.00 |
| Lawn Care & Maintenance | \$ 350.00 | \$ 400.00 | \$ 150.00 | \$ 340.00 |
| Property taxes | \$ 75.00 | \$ 286.48 | \$ - | \$ 183.96 |
| P.O. Box Fee | \$ 216.00 | \$ 176.00 | \$ 176.00 | \$ 140.00 |
| Office Supplies | \$ 50.00 | \$ - | \$ - | \$ |
| Website Fees | \$ 25.00 | | | |
| Miscellaneous | \$ 50.00 | \$ - | \$ - | \$ |
| Total Operating Expenses | \$ 1,295.00 | \$ 1,422.48 | \$ 886.00 | \$ 1,213.96 |
| Balance (income minus expense) | \$ 145.00 | \$ (222.48) | \$ (886.00) | \$ (1,213.96) |

Homeowners Association Meeting Sign-in



Sign-in

[illegible]

Twesrichardson@gmail.com