



Hallmark Woods Property Owners Association (HWPOA)

P.O. Box 3149
Crofton, MD 21114

25 April HWPOA meeting

The following information was provided to the meeting attendees.

On 10 March we forwarded to all homeowners a letter that provided the update on our past due collection process, HWPOA financial report 2020-2022, HWPOA 2023 budget, 2023 payment slip /the election process and HWPOA nomination forms for board member election.

Additionally all homeowners were requested to;

1. Please remit your 2023 dues, payable to HWPOA, by [April 30 2023](#)
2. Provide any comments either electronically to hwpoaboard@gmail.com, or by mail to P.O. Box 3149, Crofton, MD 21114. including your name and address and telephone number so that we can respond as soon as possible.

On the subject of 2023 annual dues, by 25 April we received dues from 51% of the homeowners in the amount of \$5,720 for operations and \$ 190 for social.

We asked that the homeowners who have not made payment do so by 30 April. If you look at the 2023 budget, almost all our expenses are dealing with landscaping, insurance, collection process and administrative items. Consistent with the agreed policy we will notify those homeowners whom have not paid for 2023 and give them the opportunity to make payment before we enter the collection process.

Our update letter of [19 April 2023](#), provided responses concerning the comments received. We advise that we received in our official P.O. box an undated /unsigned marked up copy of our [10 March 2023](#) letter requesting board membership which we provided. Additionally, we attached an unsigned, undated comment document which was received at our personnel mail address and we are not sure that everyone received it, so we are attached it for information. Based on the data contained in the document and the negative words provided it appears the document was sent by the homeowners that are presently in the court process for not paying their annual dues. Comments were

provided in our 19 April letter to clear up the questions raised by this letter to the total community.

We received no ballots for any new board members and as detailed in our [10 March 2023](#), we are proceeding with the existing board. However, we need volunteers to help with the administration of the association. Every letter we send out cost us \$100- \$150 in materials /postage and countless hours to create/assembly fold and fill envelopes, the website need update, the social committee does not exist, we need 5 people plus chairperson to manage a traffic study with the county concerning speed vehicles in our community and we need all the homeowners' emails so that we can limit postal services

We are currently in the court process to collect overdue annual dues. It is sad that we need to use the credit damage/lien process. Everyone is an owner of the community open space and are responsible for the operation of those areas. The 83% of the homeowners that have paid their fair share in the past, should not be burdened by those few that have decided not to pay.

I extend the boards thanks to the homeowners that helped cutting grass in the community lands during our cash flow problems. Crownsville Landscaping is our new landscaping contractor. We ask that homeowners that share their property lines with the community open space please cooperate with us and mow the grass to the open space area and not leave a small grass are uncut.

Questions were asked as follows;

1. Concerning the traffic study and after much discussion Jamie McClellan is taking the action to form the committee and get the community moving forward on the subject. Several homeowners offered to assist and will be contacted by Jamie or send her a note at 2122 Hallmark DR if you can help.

2.The issue of monies loaned to the association by the several homeowners over the past years was discussed. The concerns were why we accounted for these funds separately, why everyone could not see the list and how the Board accepted loan funds. What was explained was in December 2021 the Board signed and had certified a document that stated funds above the required amount would be considered as a loan. A copy of this document was provided to the community in our 2022 Annual meeting letter of [4 February 2022](#) titled "HWPOA notarized loan acknowledge". We advised that the board would forward a letter to all these homeowners verifying the Boards position and obtain their concurrence.

3. Question was asked concerning the 2023 budget. The Deposit/loan line in the deposition portion of the budget was questioned. The data contained in the budget document was for a specific time date, [30 December 2022](#).This \$ 22,675 line item was a combination of the collection of the \$115.00 per 93 homeowners plus the bank deposits in the account as of the reporting date. The second question was under the expense / withdrawals line item which are the money owned homeowners. This amount for the money loaned by homeowners at that time was \$ 11,214. The issue of homeowner's monies was address in a previous item above. The last question raised

was concerning the \$ 115 dues and was any of these funds to pay for past legal fees. The answer is " no" the \$115 annual dues is for the present-day cost of operation of the association.

4, The suggestion was made that we use emails to communicate rather than mail. We will continue to try and obtain everyone's email so we can accomplish that task. Brent Miles offered to help and we ask any others to assist if possible. We will have a chairperson take this action shortly.

5. Ursula Pieter stated no one responded to her 3 emails requesting the results of last year's voting. It was noted that responses were provided but as she explained she wanted to see the actual voting numbers. Since the meeting an email response has been provided to Ursula.

6. A discussion was held about some of the grates on Hallmark Dr. that have deteriorated and holes in the street have occurred. We recently had the county roads authority out and clean the grates and will check on any repair action.

7. Dan McClellan offered to help the board and was nominated by Jennifer Garman to the board. Unfortunately, this nomination process was not consistent with the association's bylaws. Rather than go through the required balloting process, the Board has proceeded with accepting Dan's offer and the Board according to the bylaws can fill (by board vote) vacant board positions. Dan has gracefully accepted this process and will be a board member for 2023.

Since the meeting, letters have been sent to those homeowners that have not paid their 2023 dues asking them to pay by 4 June and to all homeowners that " loaned" the association funds.

The traffic committee needs your help. Please provide any past or recent speeding incidents in the community Please send this information to the Chairperson Jamie McClellan, email at rubyteal96@gmail.com,