

GREENBELT STATION MASTER ASSOCIATION
BOARD OF DIRECTORS VIRTUAL REVIEW BUDGET MEETING
Thursday, October 5, 2023, at 7:00 P.M.
MINUTES

BOARD MEMBERS PRESENT

Cornell Lynch, President
Danielle Peterson, Treasurer
Fei Liu, Secretary
Mike Sunderman, Director
Alex Campbell, Director

OTHERS PRESENT

Rosana Gilmore, Community Manager (CAMP)
Leslie Benitez, Portfolio Manager (CAMP)
John Brand, Joe Turpin, Sue Christopher (Brand Design)
Member at large

CALL TO ORDER

Cornell Lynch called the meeting to order at 7:06 P.M.

WELCOME & INTRODUCTIONS

Members of the Board of Directors and the CAMP management team introduced themselves.

WEBSITE AND SOCIAL MEDIA PROPOSAL PRESENTATION

John Brand & Joe Turpin from Brand Design presented to the Board.

POLICY RESOLUTION No. 2023-1 ENFORCEMENT PROCEDURES

After presenting the updated policy, reviewed by legal counsel, and discussion by the Board, the President closed the discussion. Alex Campbell made a motion to table the issue until the next Board meeting. No one seconded the motion. Mike Sunderman moved to approve the Enforcement Procedure. Danielle Peterson seconded the motion. Alex Campbell voted no. All other Board members voted yes. The motion passed.

DEAD TREE REMOVAL AND REPLACEMENT INSTALLATION PROPOSAL

By a motion duly made and seconded, the Board unanimously voted to approve the proposal submitted by Jams Lawn and Gardening to remove and replace dead trees in the common area of the association for \$5,675.00 to be implemented at the end of October 2023. Danielle Peterson will apply for the City of Greenbelt Canopy grant to cover the cost.

WEBSITE HOSTING AND MAINTENANCE CONTRACT RENEWAL

Danielle Peterson made a motion to continue the existing Website hosting and maintenance agreement with Brand Design for greenbeltstation.net on a month-to-month basis for

\$165/month and \$100/month for the resident email list management fee and to get proposals from other companies for a new website for consideration. The motion was seconded. Alex Campbell abstained. All other Board members were in favor. The motion passed.

2024 DRAFT BUDGET APPROVAL

The Board reviewed the 2024 Draft Budget and discussed the Association's current financial position and proposed projects to be included in the FY2024 Budget.

The following additions and projects were discussed, and the Board decided not to include them on the FY2024 Budget as they need further research:

Weed Removal on private property (505 units) – Initial Clean up: projected cost provided by Jams Landscaping: \$10,000

Weed Removal on Private Property Maintenance Program: projected cost provided by Jams Landscaping to provide weed treatments 3 times a year, possibly Spring/Summer/Fall, \$9,000 yearly.

Shrubs Pruning on private property (375 units): not including Condominiums, projected cost provided by Jams Landscaping \$15,000.

Part-time Administrative Assistant: projected cost provided by CAMP, \$36,000 a year.

Safety Measures: Management will request a Community Safety Assessment and walk-through from the City of Greenbelt Police. The board discussed different options to get resident participation on the issue.

Communication Strategies: The board discussed different communication strategies, including social media.

The Board unanimously approved a \$5 increase for the general assessment fee for all units from \$86 to \$91 per month and alleyway homes from \$89.75 to \$94.75 per month for 2024 to begin in January.

ADJOURNMENT

By a motion duly made and seconded, the Board of Directors unanimously voted to adjourn the meeting at 10:28 P.M.