

PHEASANT RUN HOMEOWNERS' ASSOCIATION
MINUTES FOR May 19, 2014

1. Meeting called to order by Brenda. A quorum was established with Brenda Desormeaux, President; Garry Cardinal, Vice-President; Brad Whitefield; Tony Thibodaux; Jeffrey Harris; Vicki Collins; Manny Urena and Patty Perkinson, Board members. Warren McGill, Treasurer, was also present. Additional attendees are on the attached sign-in sheet.
2. Minutes from March and April were approved.
3. Terri Wolfe resigned her positions as Secretary. Patty Perkinson was nominated to replace Terri in this position and the appointment was approved.
4. Warren provided the Treasurer's Report. He indicated that the Finance Committee was unable to meet since the last Board meeting. He reported that he was awaiting an invoice for the Reserve Study, which has not yet been completed, as well as those for some purchases and bills. Brenda indicated these would be forthcoming.
5. Committee Reports
 - Brenda asked Tony when he would need proposed budget requests from the different committees. It was agreed that the different committees needed to submit their requests ASAP.
 - Brenda also took this opportunity to explain to those present the responsibilities of the Board. She also explained the function of different committees.
 - **Finance Committee.** Tony indicated the Committee was unable to meet since the last meeting but that with the budgetary requests from the different committees, a budget will be compiled for the next year in June. Year-to-date figures will be discussed and the committee will start allocating money at their next meeting. The IRS refund has come back. The CD and the move to GE Capital Money market are both in progress and should be accomplished by the end of this month.
 - **Activities Committee.** Tina was asked to chair this committee. She indicated she was considering this but was unwilling to commit at this time. Brenda indicated that the Board could carry out these duties with the assistance of volunteers.
 - Campfire. Patty, Jamar and Vicki volunteered to assist Brenda.
 - July 4th. The Board will provide hot dogs and hamburgers. Homeowners were asked to bring a dish and a dessert-judging contest will be held. There will be games for children and adults.
 - Adult Game night. Jamar has agreed to host the next Adult Game night with a date to be determined.
 - Movie Night(s). Jamar and Brenda are going to coordinate to launch this activity.
 - Yard Sale. A yard sale will be held in July. Further information will be forthcoming.
 - **Maintenance Committee**
 - Jeff reported that the fence project is coming along, slowed by the recent rains. A tree needs to be felled because it is rotted.
 - There is an issue with trash disposal from a house that is being foreclosed upon.
 - Dumpsters will be available June 7-8. No hazardous material can be placed in the bins; i.e., paint cans, pesticides, batteries. Additional notice(s) will be made to acquaint homeowners with what is appropriate and to ask that children be restrained from playing in these areas for safety reasons. There was a request for volunteer-overseers. Vicki, Jef and Garry volunteered.
 - ETC is hoping to submit their survey during the next week. They have completed the roadway and walkway surveys but the drainage report has been delayed because of the heavy rains.
 - **Communications.** Garry and Patty have been writing the articles and distributing the newsletter. Garry plans to publish articles to help homeowners with common problems with plumbing, electricity and sewer. A suggestion was made that we acquaint homeowners with the fact that we ARE NOT a condominium but rather that we own our own homes and as such are responsible for personal lot maintenance.

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- **Architectural Committee.** Vicki, Brenda, Garry, Jef, Patty, and Jamar volunteered to do the requisite walk through which will take place on May 24, 2014 at 1:00 p.m. The group will meet at 1:00 p.m. Brad indicated that he had volunteered for this committee. Vicki indicated a homeowner's request for a shed has been approved.
 - **Common Grounds.** Lindsey is absent as she is attending a meeting in Seattle. However there are now 2 picnic tables which over the weekend were waterproofed. Two more tables will be purchased along with 2 park-style grills and a new trashcan. Pebbles will be placed in the grill area. Jef informed the board that he has four bags of pebbles. He will submit an invoice for the pebbles.
 - **Parking Task Group.**
 - At the original meeting, the attendees suggested that two hang-tags be appropriated for each home. Otherwise cars should be parked in overflow lots. Brenda suggested that a second parking meeting be held to discuss the approximate costs of hang tags, what will constitute overflow parking and what would be needed with regard to signs. A full proposal will need to be submitted for this Committee. Some recommendations need to be developed for both commercial and oversized vehicles. The latter will have to be made in concert with the Reserve Study
 - **Snow Removal Task Group.**
 - Brenda and Patty will each reach out to Terri for the report from the Snow Committee. Mattie, Cheryl and Patty had some recollections of the recommendations.
6. Old Business
- ETC Reserve Study. As stated earlier this report has been postponed because of the heavy rains but should be completed soon.
 - Ongoing Sidewalk Repairs. Priorities will be established once the Reserve Study has been completed. The issue with sidewalk repairs at 9931 Boise will be prioritized along with other obvious issues once we receive this report.
7. New Business
- We need to acquaint residents of the County Housing Code requirements.
 - Collections and Legal representation. The Board recommended that we consult a new attorney about the on-going collections and our responsibility to the current attorney.
8. Open Discussion
- There was a discussion on personal responsibility for pet waste.
 - Two residents have expressed concerns about the current lawn care practices.
 - Several residents complimented the Board for its efforts at communication.
 - Crime Alert follow-up. The home that was broken into on Dove Circle was entered through the sliding glass doors and electronic equipment was stolen. People were reminded that they can ask the Prince George's County Police representative do a walk-through of homes to determine areas of concern in a particular home.
9. Next Meeting will be held at the Basketball Court on Monday, June 16, 2014 at 6:30 p.m. We will enjoy desserts and then proceed with the meeting. Rain date will be Tuesday, June 17, 2014 at the same time.