



**Doral Homeowners Association  
Annual Meeting  
Wednesday, May 18, 2016**

**MINUTES**

- I. CALL TO ORDER AND INTRODUCTIONS – **George Langbein**  
*In attendance: George Langbein, Richard Carr, Bill Buttaggi, Sandy Bernstein, Heather Chinn, Frank DeLuca and Vicki Goss.*
- II. REVIEW AND APPROVAL OF January 20, 2016 AND March 16, 2016 MINUTES –  
**Vicki Goss and Board**  
*Motion made and seconded to approve the January 20<sup>th</sup> and March 16<sup>th</sup> minutes*
- III. ELECTION OF BOARD MEMBERS – **George Langbein**
- Talley of on-site and proxy votes for election of three (3) Board member candidates – **Sandy Bernstein, Richard Carr and Jean Langbein** – to three-year terms.  
*Obtained more than the 10% required – Bernstein, Carr and Jean Langbein all elected to 3-year term.*
- IV. BOARD MEMBER REPORTS
- Financial Report: **Richard Carr**
    - Financial status report. *HOA is financially strong*
  - Contracts Report: **Frank DeLuca**
    - Contract status updates.
    - Status of Landscaping Contractor requote to account for Workman’s Compensation Insurance and copy of the Certificate of Insurance. - *Provided*
    - Schedule walk thru of Town Home area with Landscaping Contractor. – *Scheduled for June 24th*
  - ARC Report: **Sandy Bernstein/Heather Chinn**
    - Review of homeowner responses to notices of violations; status of follow up from Summit and status of fines.
    - Discussion on plan and timing for 2016 ARC inspection  
*Door to door flyers distributed week of 5/22 and ARC inspections scheduled for middle of June*
  - Doral Town Home Report: **Vicki Goss**
    - Discussion on previous issue with leaf removal, tree trimming and parking space line painting.  
*As of this meeting – none of the work has been done. Discussion of power washing (3) trash areas and issue of mowing and edging of sidewalks is not being done and would help the look of the entryway etc.*
    - Report on any new issues pertaining to the Town Homes.

- Doral Website: **Bill Buttaggi**
  - Status of Doral website. *DoralHOA.com*

## V. OLD/NEW BUSINESS

- Old Business:
  - Status of Legal Procedures for HOA Dues Delinquencies: **George Langbein**
    - Follow up review of delinquent case based on updated information provided by attorney.
  - Committee to Review Renew Current Contract for Landscaping: **Richard Carr**
    - Status of review. *Late June/July to go out and get bids – may very well be that Hercules is the lowest.*
- New Business:
  - Adoption of update to Second Amendment to Doral HOA By-Laws - Competitive Bid Policy: **George Langbein**
    - Update to the current Second Amendment to Doral HOA By-Laws lowering the threshold for spending by a Board Member without formal Board approval, and adding the requirement that formal approval by the Board is required before using any Reserve Funds. Amendment also defines when three (3) competitive bids are required.  
***Motion made, seconded and approved.***
  - Adoption of Third Amendment to Doral HOA By-Laws - Collection Policy: **George Langbein**
    - New Amendment to the Doral HOA By-Laws that formally defines a process for collection of delinquent annual assessments, fines, ARC fines, late fees and special assessments.  
***Motion made, seconded and approved.***
  - Landscaping Contract Management: **Richard Carr**
    - Discussion on moving oversight of the Landscaping Contractor to the Architectural Review Committee (ARC). *by Board. Heather to be the point person with Rob of Hercules.*
  - Stream Erosion: **Richard Carr and Board**
    - Discussion on any action for the HOA Board in response to Email received from Mr. Donald Dorsey, Senior Watershed Planner, Dept of Environmental Protection, Montgomery County on stream bank erosion behind Brandon Green Drive on HOA common area property.  
*Specific issue on Brandon Green, Representative from county has offered to walk the area. Solution could not be completed tonight but Board is willing to help with support of county (Richard will contact the county).*
  - Comments and Input by HOA and Summit Management: **Summit Management Representative**

## EXECUTIVE DECISION – OF DORAL BOD

1. Motion made, seconded and approved to have the attorney make motion for personal judgement against homeowner on Seminole Way for money owed.
2. Motion made, seconded and approved to approve the nomination as Jean Langbein for the position of Doral President.

- VI. OPEN FORUM (30 Minutes)
- HO/TH Resident Comments
  - Final comments from outgoing Board Member and President – **George Langbein**
- VII. ADJOURNMENT
- Board Motion/Second/Vote  
*Motion made, seconded and approved to adjourn the meeting at 8:00 pm*