

Bay Hills Townhouses A Condominium – Tanglewood II Regime, Inc.
BOARD OF DIRECTORS MEETING
May 14, 2026 at 7 P.M.
Gloria DEI Lutheran Church
461 College Parkway, Arnold, MD 21012 & Microsoft Teams

MEETING MINUTES

Attendees: Wes Ray President ('28)
(Present) Laurie Fischer Treasurer ('26) Remote
Connie Davis Director ('28)
Bonnie Habib Director ('27)
Nelson Horine Vice-President ('28)
Bruce Kittinger Secretary ('28)

Absent: Phillip Lancaster Director ('28)
Richard Ramos Director ('26)

Sentry: Antoine Spriggs Sentry Management Remote

Homeowners: Jeff Davis, 1222 Brunswick
Darrell O'Connor, 1209 Brunswick Remote

Executive Session

Wes called to order the Executive Session at 6:37p.m. for the purposes of discussing delinquencies, personal and legal matters.

Adjournment: The Executive Session was adjourned at 7:00p.m.

General Session

Wes called the meeting to order at 7:00 p.m. and the internet session was activated for remote attendees.

Quorum

The number of Directors of the Board met the quorum criteria to transact Association business.

President's Report

None

Treasurer's Report:

Laurie is concerned that the Reserve transfer from the dues income has not been received into the money market account – about \$2,800. She emailed about the issue on May 1st and has not heard back until this week. Antoine is following up with the Sentry Banking

department. Right now the money is missing and Laurie will not approve any further transfers until this one appears in the account.

We have \$58,000 in the money market account ready to pay for the parking lot sealcoating project and sewer inspections. There will also be expense for 490 Colonial Ridge sewer cleanout replacement.

Plan for reserve funding is to put in more than the Reserve Study suggested (\$13,000), while we have been banking \$26,676 but take some of our current monthly Reserve expense (around \$600 per month) and put that into an undesignated equity operating account in order to be ready for unplanned expenses.

Budget for snow plowing was \$9,000 and we have spent to date \$11,400.

Approval of the Meeting Minutes: Wes motioned to approve the April 9, 2026 minutes, seconded by Connie and were unanimously approved.

Home Owner Forum:

Darell O'Connor brought up questions about the insurance inspections. He suggested that we talk to other communities to see what they have done to lessen the insurance cost impacts. We have been and will continue to talk to neighboring communities as to their insurance impacts. Discussion continued about age of community and lack of inspections to satisfy insurance company application qualifications to be lower. The input required regards condition of roof, attic, electrical, water heater, plumbing pipes, sewer, HVAC, chimney cleaning, gutters and downspouts, sump pumps, dryer vents, smoke alarms, sprinkler systems, number of rental units, etc. All of these are not practical to inspect, but these are questions from insurance companies that determine risk.

Discussion of Bylaws and all agreed that we need to amend the bylaws. Darrell confused about why the interpretation of the Bylaws has caused this situation. Board is looking at using a Restoration company to avoid home owners contacting their insurance company first without the Board having knowledge of an event first

More discussion about the events that have happened in the past and what we need to do to get the best insurance price with a minimal of inspection impact.

Board is working on this and getting legal interpretation to move forward on a solution.

Laurie pointed out that we prepare our budgets in the fall and this increase in insurance was not factored into the 2026 budget and may cause a larger increase in dues in 2027.

Committee Reports/Architectural Review:

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|---|---|
| a. Committee to review Reserve Study: | No Report, Tabled |
| b. Review of Bylaws & ARC Standards: | Tabled |
| c. Monthly Newsletter: | Jeff will distribute the May newsletter |
| d. Spring Compliance Inspection | Letters sent to violators and |
| e. Architecture Committee: | No New Requests |
| f. Sewer Inspection Committee | |
| i. 2026 inspection complete and report distributed to the Board | |

- g. Termite Inspection: Weir Pest Control issued their report, which showed that 28 units did not get inspected. Antoine will send notice of non-compliance to 28 units and invite to June 11, 2026 hearing at 6:30pm.

Management Report – Antoine Spriggs

Board Positions: for 2026 elections we will have 3 positions – Laurie, Richard and “vacant”. The Board needs to establish an election committee for September elections and ballot deposit plan before August 26th

Sentry can send out ballots, but cannot collect votes. Board needs to identify independent election inspectors and method for collecting ballots and counting votes. Sentry can receive proxies. Call for nominations notices should be out by July 10th. Ballots need to go out by August 26th - annual meeting on September 10th. Board has discussed having various depositories for ballots and needs to decide on one. Becky has volunteered to help.

Miscellaneous Items:

496 Colonial Ridge Complaint:

Grass is full of weeds many spots, does not look like other grass in the community. Board position is for home owner to perform whatever solution they want to correct the condition. The landscaper has applied weed/feed and seed for the community.

Unfinished Business

- a. **Broken Pavers between 481-483 CRL:** American Paving and Striping contract has been approved. Jeff and Bruce will remove the stones currently in the pathway for use in another area.
- b. **Sewer Inspection Project:** 490 CRL has a blocked cleanout for which Bruce will get a quote for excavation and repair. For next year board will work to get a quote for a five manhole cover hunt.
- c. **Lester Tree Proposal:** Board decided to change the project to take down the dangerous tree that is dying and will not be safe to climb in 6 months; take down 2 dead trees behind 1200 and 1201 Brunswick. Bruce will contact Bob Lester for revision to the proposal.
- d. **Seal Coating and Striping Proposals:** All proposals are signed. The dates for the project are to be determined. This includes all parking lots in Tanglewood II and 2 additional speed bumps, repair 2 areas and seal coat on Andrew Hill, install an asphalt path between 481 and 483 Colonial Ridge has been added to the project and a repair at 476 Colonial Ridge. STOP will be stenciled on CRL on each side of the Brunswick intersection. **Current information on the start date - will be late June.** An updated proposal was submitted by American Paving & Striping for the STOP stencil at a cost of \$98 instead of \$500 – Wes to sign.

- e. **Community Bay Green Crosswalk: No Change** - Letter and document was sent to Amanda Fiedler, our County Council Representative, to help get the issue before the AACO traffic engineering department. Waiting for a response.
- f. **Walk-Through with Marty Mows:** Wes sent the April 2nd "2026 Landscape Items for Walk-Through with Marty Mows" document to Don Fletcher. Item was tabled.
- g. **Andrew Hill Drainage:** Tabled
- h. **Antoine will send notice** to trash can violations as directed by board.
- i. **Insurance Coverage/Compliance Checklist:** Covered in Home Owner Forum.
- j. **Emergency Service Process: No Change** - Awaiting for Board to meet with RestoreCore on Master Work Agreement. This will evolve into the Claims reduction plan.
- k. **Insurance Questions for Legal Counsel:** Wes will send to the attorney and request written response and then we can address questions to the attorney.
- l. **403 Golf Course Lane Complaint:** covered in Executive Session

New Business

- a. **Spring Inspection Verification** First week of June with Connie, Jeff and Bruce.
- b. **Next Meeting: Thursday, June 11, 2026**

Owners Forum

None

Action Items:

1. Antoine will send notice of termite inspection non-compliance to 28 units and invite to June 11, 2026 hearing at 6:30pm.
2. Antoine is following up with the Sentry Banking department on the reserve transfer issue.
3. Wes to setup meeting with attorney regarding Insurance questions.
4. Board to setup Community Meeting on Insurance Information
5. Board has discussed having various depositories for ballots and needs to decide on one.
6. The Board needs to establish an election committee for September elections and ballot deposit plan before August 26th
7. Bruce will get a quote for excavation and repair for 490 CRL.
8. Jeff and Bruce will remove the stones currently in the 483 CRL pathway for use in another area before construction begins on paving it.
9. For next year board will work to get a quote for a five manhole cover hunt.

10. Wes will send Insurance Questions to the attorney.
11. Bruce will contact Bob Lester for revision to the proposal.
12. Connie, Jeff and Bruce will do Spring Inspection Verification first week of June.

Adjournment: Wes made a motion to adjourn the meeting and the motion was seconded by Connie and the motion was unanimously carried. The meeting ended at 8:30 p.m.

Respectfully Submitted,
Bruce Kittinger, Secretary
5/16/2026