



HICKORY RIDGE COMMUNITY ASSOCIATION

Village Board Meeting Minutes

July 22, 2024 at 7:30 pm

MEETING RECORDING: [https://us02web.zoom.us/rec/share/n3B0ZxoV-](https://us02web.zoom.us/rec/share/n3B0ZxoV-aMB02oIN_s6azBxITJbcHAlxDyFyqlvHHgQjsFzBVKRGJM9dd3tUYQ.N1_b44p7q0JdHtU?startTime=1721690457000)

[aMB02oIN_s6azBxITJbcHAlxDyFyqlvHHgQjsFzBVKRGJM9dd3tUYQ.N1_b44p7q0JdHtU?startTime=1721690457000](https://us02web.zoom.us/rec/share/n3B0ZxoV-aMB02oIN_s6azBxITJbcHAlxDyFyqlvHHgQjsFzBVKRGJM9dd3tUYQ.N1_b44p7q0JdHtU?startTime=1721690457000)

Members Present: Kristine Amari, Michael Campbell, Steve Hannan, Samantha Link and Skye Anderson. Jared Ball was absent with prior notice.

Staff Present: Laura Mayton

Guests: Approximately 6 guests, in-person and virtual.

Call to Order: 7:31pm

1. **Approval of Agenda:** Ms. Amari made a motion to approve the agenda. Ms. Link seconded. The agenda was approved unanimously.
2. **Approval of July 8, 2024, Meeting Minutes:** Ms. Amari made a motion to approve the agenda. Ms. Link seconded. The meeting minutes were approved unanimously.
3. **Board Update:** There were no comments.
4. **Resident Speak-Out:** No comments were made.
5. **CA Board of Directors Report—Skye Anderson:** Ms. Anderson stated that she is hoping to get clarification of the grant and donation policy for CA this year. She is also advocating for after-action reviews and monthly Town Hall meetings. Ms. Anderson also stated that the Change in Columbia series would be at The Hawthorn Center on Tuesday, August 6th at 6:00pm.
6. **New Business:**
 - a. **FY24 4th Quarter Financials:** Ms. Mayton discussed the Q4 financials and stated that Hickory Ridge does not have to return money to CA as a result of wise spending over the year. The Board members asked questions and Ms. Mayton answered them. Mr. Campbell made a motion to approve the FY24 4th quarter financials and Ms. Amari seconded. The motion passed unanimously.
 - b. **Volunteer of the Year:** Ms. Mayton shared that there were five nominations for Volunteer of the Year. Because all of the nominees had made contributions to the Village, a name was pulled from a hat to determine the Volunteer of the Year. Ms. Anderson was named Volunteer of the Year and Ms. Mayton thanked her for all of the work and time she spends on Village and CA issues. Ms. Mayton also recognized the other nominees for all the work they do in the Village. They were: Celindah Grier, Pam Franks, Linda Loesch and Deborah Wessner. An article in the upcoming issue of The Log will give thanks to Ms. Anderson and the other volunteers.
7. **Old Business:**
 - a. **CA Management Contract Negotiation:** Mr. Hannan stated that he attended a meeting of the majority of the Village Board Chairs to discuss edits that need to be made to the Annual Charge Share Agreement. Mr. Hannan believes that the Village Managers and Board Chairs

share many of the same concerns. Ms. Mayton stated that Board members may review the documents and contact her with questions or concerns. Ms. Mayton stated CA hopes to have both agreements signed in December and to have a new calculation for assessment share by April 2025.

1. **Manager Report-Laura Mayton:** Ms. Mayton shared that Howard County Police will attend the September 9th meeting to discuss Hickory Ridge issues. She also shared that if you are interested in crime statistics and data for Hickory Ridge and Howard County, there is a crime statistics map that is very interesting. [Go here to find out more information.](#)

8. Action Items:

- a. Ms. Mayton will keep the Board informed of any updates on the management contract process.

9. **Adjournment:** The meeting adjourned at 8:15pm.

Village: Hickory Ridge
 Fiscal Year: FY24
 Quarter: 4
 Date Prepared: 12-Jul-24

SUMMARY STATEMENTS OF ACTIVITIES
 May 1 - April 30

	<u>Actual Quarter</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>YTD Prior Year</u>
REVENUES					
1 CA Annual Charge Share	80,222	320,887	320,886	1	306,206
2 Lease & Rental	4,989	105,989	127,500	(21,511)	113,280
3 Tuition & Enrollment	0	0	0	0	0
4 Interest	33	137	180	(43)	135
5 Special Events	3,945	6,521	6,000	521	5,624
6 Fees	5	153	270	(117)	63
7 Miscellaneous	1,550	3,980	5,200	(1,220)	3,800
8 Gain/loss on Disposal of Asset	0	0	0	0	0
Total Revenue	<u>90,744</u>	<u>437,667</u>	<u>460,036</u>	<u>(22,369)</u>	<u>429,107</u>
EXPENSES					
9 Staff Salaries	56,345	246,040	258,000	(11,960)	233,519
10 Janitorial Wages	0	0	0	0	0
11 Contract Labor	0	0	100	(100)	0
12 Payroll Benefits	5,199	24,816	29,618	(4,802)	27,187
13 Payroll Taxes	4,826	20,777	21,000	(223)	19,663
14 Janitorial Expense	5,858	24,912	28,000	(3,088)	24,115
15 Fees	6,569	23,506	17,000	6,506	33,603
16 Operating Expenses	1,821	9,374	12,000	(2,626)	11,551
17 Business Expenses	353	1,754	3,700	(1,946)	1,533
18 Insurance	0	11,342	12,000	(658)	12,581
19 Advertising	0	585	1,000	(415)	375
20 Newsletter	4,074	24,209	25,000	(791)	12,078
21 Other Printing	0	0	4,500	(4,500)	4,295
22 Donations/Contributions	17,000	25,400	16,000	9,400	20,673
23 Special Events	12,152	27,573	33,000	(5,427)	23,257
24 Taxes	378	1,251	1,600	(349)	1,240
25 Utilities	3,964	11,525	12,400	(876)	10,083
26 Repairs & Maintenance	1,793	5,946	11,100	(5,154)	13,583
27 Furniture & Fixtures	1,374	1,374	10,000	(8,626)	2,108
28 Total Expenses Before Depreciation	<u>121,706</u>	<u>460,385</u>	<u>496,018</u>	<u>(35,633)</u>	<u>451,443</u>
29 Depreciation	1,947	7,788	8,190	(402)	8,188
30 Total Expenses	<u>123,653</u>	<u>468,173</u>	<u>504,208</u>	<u>(36,035)</u>	<u>459,631</u>
Increase/(Decrease) in Unrestricted Net Assets	<u>(32,909)</u>	<u>(30,506)</u>	<u>(44,172)</u>	<u>13,666</u>	<u>(30,524)</u>



FY2024 4th QUARTER VARIANCE REPORT

5 Special Events	We have been running events at low cost to the residents, so Special Event income is down.
15 Fees	Additional funds not included in the budget were spent on legal fees for the Village Center case.
17 Business Expenses	Expense for mileage and other business expenses were lower than projected.
21 Other Printing	Because the election was not contested, \$4,500 was not spent on printing and mailing ballots and election materials.
23 Donations/Contributions	The Board generously approved donations to all schools that serve Hickory Ridge students, as well as other organizations that serve Hickory Ridge residents.
26 Repairs & Maintenance	Repairs and maintenance were lower than projected because some projects were deferred to FY25 due to the banquet room floor repair.
27 Furniture and Fixtures	Purchase of furniture and fixtures were lower than projected because some purchases were deferred to FY25 due to the banquet room floor repair.



Manager's Report

July 22, 2024

1. Dates to Note:

- **August 1**, The Log delivered to mailboxes
- **August 5, 7:00pm**, Community Engagement Committee meeting at The Hawthorn Center
- **August 7, 7:30pm**, RAC meeting (virtual)
- **August 12**, Board meeting (virtual)
- **August 12 – August 16**, The Hawthorn Center closed for routine maintenance

2. Hawthorn Park on Sunny Spring: A handicap accessible portable restroom was installed at Hawthorn Park next to the backstop by Howard County Recreation and Parks. Howard County's Capital Projects department will be looking into possibly designing an enclosure for the portable restroom this Fall. The County does not plan to maintain it on location during the winter unless programs are active on site.

3. Howard County Police Department: Two police officers from the Community Outreach and Pathways Section will attend the virtual Board meeting on Monday, September 9th to discuss community issues and answer questions. Interested in crime statistics and data for Hickory Ridge and Howard County? [Go here to find out more information.](#)

4. Columbia Card from CA: If you live on CA-assessed property but aren't a CA member, you can request a free Columbia Card to access their facilities at a reduced, pay-as-you-go rate. As a Columbia Cardholder, you'll get discounts at CA's pools, tennis courts, and golf courses, as well as on group fitness classes and kids' programs. **SUMMER BONUS:** Columbia Cardholders receive 4 single-use guest passes per family on their Columbia Cardholder accounts. These guest passes are automatically added. The passes can be used at any of CA's 23 outdoor pools throughout the summer, Monday – Thursday only (excluding Holidays). They cannot be used at other Columbia Association facilities or programs.

<https://columbiaassociation.org/sports-recreation/membership/columbia-card-kiosk/>

2. Interested in Joining the Community Engagement Committee? Attend a meeting on the first Monday of the month at The Hawthorn Center! The Committee meets regularly and is always looking for new, excited members! You must be a Hickory Ridge resident to join.

3. Follow Hickory Ridge: Find all the ways to connect with [Hickory Ridge here:](#)

4. Committee Reports:

- **Resident Architectural Committee:** The RAC continues to review applications as usual.
- **Aging Well in Columbia Advisory Committee (AWCAC):** The AWCAC continues to meet, and Ms. Grier will report when needed.
- **Watershed Advisory Committee (WAC):** The WAC continues to meet but the committee has no report at this time.
- **Community Engagement Committee:** The Committee meets on the first Monday of each month at 7:00pm in the conference room at The Hawthorn Center. Mr. England will report at tonight's meeting.

