

The Landings HOA Board Meeting
Pip Moyer Recreation Center
January 21, 2026

Loretta Lamar – President
Jan Greene–Vice President
Stan Ward–Secretary
Margaret McLemore–Treasurer

Parking–Margaret McLemore, Stan Ward
Pool–Stan Ward, Latoya Lawrence
Architecture–Margaret McLemore, Loretta Lamar, Jan Greene
Landscape–Laurie Mack, Jan Greene
Snow–Loretta Lamar

Jan Greene called the meeting to order at 6:30 pm.

Present: Jan Greene, Laurie Mack, Margaret McLemore, Stan Ward, Latoya Lawrence,
Tracie O’Brien (Bay West Management)

Margaret made a motion to approve the minutes of the November 19 and December 18 board meetings. Stan had made several revisions to the minutes that were requested by Margaret. Laurie seconded the motion, and it passed unanimously.

Margaret made a financial report to the board. She said the association is ending the year with a \$29,000 surplus. The surplus was due to several factors. One factor was an over contribution to the reserves in 2024, which meant that less had to be contributed to the reserves in 2025. Also there were very little unexpected expenses in December and no big plumbing repair expenses or other unexpected expenses. Another factor was that the tree budget was higher than necessary. The surplus \$29,000 will go into the reserves and can be used to rehabilitate the pool furniture. Margaret also noted that there is \$56,000 in the snow reserve fund, which is important because a snowstorm was expected in a few days. Margaret reported that collections are holding steady. There are some long-term past due accounts that hopefully will be resolved soon.

Laurie said that the snow removal contractor used to do a better job of plowing on the perimeter of the neighborhood. Margaret said that the City of Annapolis has been increasing enforcement for not clearing sidewalks. Tracie reported that the contractor has been notified to clear the sidewalks all the way to the edge of the neighborhood.

Margaret reported that latest update from the Oliveri & Larsen law firm is that the abandoned house at 17 Woodward could be auctioned after December 29. We are now waiting on the circuit court to issue a decree for the sale of the property. We will check back in with Oliveri for updates every 30 days.

The board took up the matter of the parking monitor contract. Stan stated that he strongly prefers hiring Protos Security because it's a quality company that will provide qualified off duty police officers. Stan strongly opposes rehiring Signal because that company did a poor job when they were hired before. Stan said that he's open to hiring Candice Marchone, who previously worked for the community, through Protos but that he hasn't had the opportunity to meet Candice or review her qualifications, despite having asked. Stan objected to not having been invited to an earlier meeting where Margaret and Tracie met with Candice. Margaret stated that she would like to hire Candice as soon as possible because she did a good job the last time she worked for the community. Margaret said that hiring Candice through Signal was the fastest way to get her on the job, which is the most important thing. Margaret said that Protos should be able to provide a quote for hiring Candice. Stan explained that Protos can't provide a quote for hiring Candice until Candice submits her information to Protos so that they can review her qualifications and determine her appropriate compensation level. Latoya agreed that Candice was a good performer and that there should be a process for hiring her that all board members should be able to participate in, including reviewing her background and qualifications. Jan said it is important for the board to do its due diligence because we are responsible if a hire doesn't work out. The board discussed what happens if the monitor can't make it on a particular date. Protos would provide a substitute, which Margaret felt was impractical because the substitute wouldn't know how to do the work. Signal would not provide any substitute. Margaret said that it is hard to get a good person to do the parking monitor work because the job is not attractive due to the limited hours and relatively small amount of compensation. Jan said that board members used to do the monitoring, but that was not safe due to potential confrontations with vehicle owners. Stan said one of the benefits of going with Protos is that off duty police officers would know how to deal with potential conflicts. Stan made the following motion: 1) for the board to conduct an interview with Candice and review her resume and references; 2) if the board decides to hire Candice after the interview and reviewing her resume and references, to request that Protos hire Candice; and 3) even if it doesn't work out to hire Candice through Protos, to contract with Protos to perform the parking monitor work with different personnel. Latoya seconded the motion, and it passed unanimously.

The board took up Latoya's proposed changes to the architectural guidelines. These changes would add three additional styles of approved fencing. Margaret described the

proposed fence styles. The homeowners present had no comment on the proposed changes. Latoya made a motion to approve the changes to the architectural guidelines. Laurie seconded the motion, and it passed unanimously. Margaret said she will record the new guidelines in the HOA depository.

Laurie discussed an upcoming meeting about the Truxton Cove Stream Restoration Project, organized by the Spa Creek Conservancy, to take place on January 22 at the Pip Moyer Center. This is the third phase of the Conservancy's work to address the creek that flows under Hilltop Lane and empties into Truxton Cove and the stormwater runoff into the creek. Some of the stream restoration project work will be done on HOA property, from Young's Farm Road to Gemini Drive. The upcoming meeting marks completion of 30% of the design work for this project.

Design work is nearing completion on the second phase of the Conservancy's overall effort, to address stormwater runoff in three locations in The Landings. Two additional locations in North Green have been funded and are moving forward. In The Landings, the location at the end of Sausilito Ct, near #1 Belvedere Ct, will be addressed by a bioretention area. The location behind 2-6 Tiburon Ct has too much utility infrastructure underground to construct a bioretention facility. However, conservation landscaping will be designed to slow water movement, improve absorption and filtration, and reduce erosion, flooding and runoff. The area between the pickleball courts and the pool, near Landings Ct, requires additional investigation of existing underground pipes to determine whether they are utility pipes or stormwater management landscaping pipes. Based on the results of the investigation an appropriate mitigation project will be designed. The Conservancy will pursue grant funding for these three locations upon completion of the design work.

The board is planning to have the pool furniture refurbished. A date needs to be chosen to have the furniture picked up. The community may be asked to help put out the furniture for pickup.

Trash and recycling are not supposed to be stored in front of any home. The board decided to do a walk-through of the community to identify homeowners who are not following the rules and send them reminders. Once reminders have been sent, the board can decide whether to escalate to fines against persistent violators.

Stan brought up the issue of switching to a new email provider to replace InMotion, which isn't working well. The board expressed a preference for moving to Microsoft Exchange. The board is also interested in trying out Microsoft Teams. Stan made a motion to switch to Microsoft Exchange. Laurie seconded the motion, and it passed unanimously.

Laurie asked that the landscaper take over maintenance of the island at the entrance to the community at Hilltop Lane. She doesn't have the time to do it herself anymore.

Homeowner Phil Gallagher, of 5 Belvedere, raised a concern about a car carrier repeatedly parking on Youngs Farm Road near his home. Margaret put a violation notice on the car carrier once. We have to use the towing company on the signs displayed around the community. The board wanted to know if the car carrier could be towed by our towing company, and if not, whether we could get a new towing company. Stan asked whether booting the car carrier could be an option. Tracie will look into it and report back.

Margaret made a motion to adjourn, which was seconded by Latoya. The motion passed unanimously, and the meeting ended at 7:55 p.m.