Hollybrooke DSS Annual Meeting
When: Tuesday, November 10, 2026, 7:00 PM, via Zoom
In Attendance: Eli, Dave, George, Jody, Dominic, Sharon, Heather-MTM
Jane Markley, Nick Radonic, April Linder-Pacheco, Bill Gustavson, Ann Fisher,
Clarissa Darr

Welcome

- Approval of Minutes – 2nd – Approved

Dave – Our main topic for discussion this evening is the fiscal year, calendar year 2027 I want to, first of all, take a moment to say thank you MTM, Heather particularly, and all of the staff at MTM for support during the budget process, but also during the year with regard to support of the architectural review committee.

- Officer Reports
    - Treasurer: George Wolohojian
        - Final CY 2027 budget: review and decision

Projected Income
Next year, our assessment income would total $85,026. That is based on a 7% increase.
Semi annual assessment income is as follows:

- Single family homes $170.47
- Townhomes $257.54
- Late fees and Capital reserve interest income contribute to overall revenue

Total projected 2027 revenue is $91,326

Projected Expenses

- Audit fees rise from $800 in 2026 to $3,750 for a full audit in 2027.
- Legal fees rise to $3,000 related to a case pending with Commission on Common Ownership Communities
- Social committee expenses are unchanged at $1,000 for joint activities with other community HOAs.
- Insurance rises from $2,000 to $2,800.
- Federal income tax rises from $800 to $1,000
- Semiannual statement printing costs increase from $500 to $800.
- Electronic voting increases meeting expenses from $0 to $750.
- Discontinuing the printed newsletter cuts its cost from $700 to $0.
- Community Improvements reflects reduction to $8,916 from $9,170
- Common-area maintenance items:
    - Dog waste station costs rise $200 to $4,300
    - Tree maintenance funding stays unchanged at $3,000
    - Annual tot lot refurbishment and mulching, shared with HOA2, decreases from $2,500 to $2,000.
- General maintenance and repair costs decrease from $650 to $500.
- Landscaping costs increase from $26,000 to $26,975 under the contract through 2027.
- Property management fees with MTM increase from $18,660 to $19,400.
- Snow removal costs decrease from $7,000 to $6,127.
- Capital reserve contributions increase to $1,125.

Motion to approve the budget – 2nd - Approved

- President: Dave Minier - nothing
- Vice President: Jonathan Tubman
- Secretary: Eli Nadel – I provided an incorrect community email address. Residents not already on the listserv were asked to send their email addresses there. I will send Heather a note with the correct address for inclusion in the budget mailing.

- Committee Report(s)
    - AERC Liaison

- Current Business
    - Bamboo remediation – Bamboo continues to encroach from common areas onto properties on Gold Ring Terrace and Grinnell Drive. Some bamboo has been removed, but the issue remains unresolved. Yellowstone, the current landscaper, has not responded to requests for a permanent solution. A solution was previously arranged with Green Earth before its sale to Yellowstone. The board has asked MTM to help obtain a remediation plan.

- New Business
    - Open items:
        - Following discussions with other mothers in the community, April Linder-Pacheco submitted a proposal to the board for the HOA to acquire the Gude mansion and convert it into a community center, potentially including a pool. The proposal will be shared with the other HOAs to assess interest. April will also conduct additional outreach to gauge interest.
        - Jane Markley reported that Gold Ring Terrace residents again planted a tree on community property beside their home. Yellowstone will be asked to remove it.
        - Ann Fisher asked should she contact the HOA or MTM with an issue. She should contact the HOA, and we will send it to MTM if necessary.

    - Next Meeting: TBD
- Adjourn

Derwood Station South HOA, Inc. - Draft 2027 Budget						
	Account	Description	2026 Budget	2026 OCT YTD Actual	2027 Budget	DESCRIPTION
Operating Accounts						
Income Accounts						
Assessment Income						
	40-4000-00	Assessment Income	$79,483.80	$ 79,471.92	$85,026.99	Increase by 7% TH $257.54, SF $170.47
Other Income						
	43-4340-00	Late Fee Income	$300.00	$ 495.00	$300.00	Late fees collected
	45-4501-00	Reserve Interest Income	$6,000.00	$ 4,559.39	$6,000.00	Annual interest projected to be earned
Income Accounts Total			**$85,783.80**	**$ 84,526.31**	**$91,326.99**	
Expense Accounts						
General & Administrative						
	50-5010-00	Audit Fees	$800.00	$650.00	$3,750.00	Tax Preparation & Bi-Annual Audit of 2026 financials
	50-5130-00	Legal Fees	$2,000.00	$7,274.00	$3,000.00	CCOC pending action
	50-5110-00	Insurance	$2,000.00	$2,399.98	$2,800.00	Liability insurance for common property & DNO
	50-5085-00	HOA Commission Expense	$1,510.00	$1,501.50	$1,510.00	C.C.O.C membership fee
	50-5170-00	Mgmt Fee Other	$1,000.00	$1,028.33	$1,000.00	Storage & extra management services from MTM
	50-5400-00	Social Committee Expense	$1,000.00	$0.00	$1,000.00	Community hosted social events
	50-5600-00	Federal Income Tax	$800.00	$1,657.00	$1,000.00	Taxes owed to IRS
	50-5700-00	Operating Reserve	$2,000.00	$0.00	$1,000.00	Contingency funds for unexpected expenses
	50-5350-00	Printing & Duplication	$500.00	$127.21	$800.00	Semi-annual statements
	50-5230-00	Meeting Expense	$0.00	$750.00	$750.00	County mandated electronic voting company-DM
	50-5330-00	Postage	$675.00	$507.75	$675.00	Postage for mailings/bills
	50-5050-00	Committee Expense	$500.00	$0.00	$500.00	Committee Expense
	50-5290-00	Office Supply & Expense	$500.00	$100.79	$500.00	Mailing supplies, envelopes, labels, & supplies
	50-5620-00	State Income Tax	$400.00	$40.00	$400.00	Taxes owed to State of Maryland
	50-5005-00	Architectural Review Expense	$300.00	$120.00	$300.00	AERC Communications to homeowners
	50-5250-00	Newsletter	$700.00	$788.35	$0.00	***Newletter now delivered via email***
Maintenance						
	65-6530-00	Community Improvements	$9,169.48	$0.00	$8,915.00	Bamboo remediation & other community property needs
	65-6230-00	Dog Waste Maintenance	$4,100.00	$3,509.56	$4,300.00	Weekly waste removal/bags
	65-6525-00	Tree Maintenance	$3,000.00	$0.00	$3,000.00	Emergency tree cutting & trimming
	65-6510-00	Tot Lot Repairs/Maintenance	$2,500.00	$0.00	$2,000.00	Shared maintenance with DSS 2
	65-6220-00	General Maintenance/Repairs	$650.00	$0.00	$500.00	Other misc. common area repairs
Contract Services						
	75-7610-00	Lawn & Landscaping Maintenance	$26,000.00	$24,739.90	$26,975.00	Ground maintenance contract
	75-7860-00	Property Management Contract	$18,660.00	$15,550.00	$19,400.00	Annual MTM Contract
	75-7800-00	Snow Removal	$7,000.00	$15,300.00	$6,126.99	Snow & Ice Clearing-Sidewalks
Contract Services						
		Transfer to Reserves	0	0	$ 1,125.00	Money transferred to replenish and maintain capital reserve
Expense Accounts Total			**$85,764.48**	**$76,044.37**	**$91,326.99**	
Operating Accounts Net			**$19.32**	**$8,481.94**	**$0.00**	