

Tanterra Today

NOVEMBER 2012

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Tanterra Homeowners Association General Membership Meeting

Thursday, November 15, 2012

7:30 p.m. at Greenwood Elementary School

The purpose of this meeting is for the Board of Directors to present the 2013 Budget and to elect three Board Members. **Board Nominations:** running for the Board this year are Tanterra residents Jim Frye, Glen McEwen and Glenn Wasik.

- **Ballot is for Tanterra homeowners only; Associate members do not vote.**
- **Additional nominations for Board members are encouraged and will be taken from the floor at the General Meeting. You are welcome to nominate yourself to be on the ballot.**

Absentee Voting Ballot for the November 15, 2012 General Meeting

Please mail this ballot to THOA, P.O. Box 25, Brookeville, MD 20833 before November 10, 2012 or have a neighbor bring it to the meeting in a sealed envelope (see instructions below). The following candidates have been nominated by the Nominating Committee for election for the three-year term ending 2015:

Tanterra Representative	Write in	Tanterra Representative(s)
_____ Jim Frye	_____	_____
_____ Glen McEwen	_____	_____
_____ Glenn Wasik	_____	_____

Proxy for the November 15, 2012 General Meeting

I, _____, of _____, Brookeville, MD 20833, authorize _____ to meet the quorum and vote for the following specific issue(s): _____

Conducted at the November 15, 2012 General Tanterra Homeowners Meeting.

_____ (signature) _____, 2012

Note: Only one proxy per household is permitted. You must include your address in the proxy statement. Each envelope must be marked 1/385 on the back and separate envelopes are required for proxies and absentee ballots.



BOARD MINUTES - September 19, 2012

The Tanterra Homeowners Association monthly Board meeting was called to order at 7:30 pm by President Curt Barrett.

Board Members Present:

- Curt Barrett, President
- Glen McEwen, VP
- Glenn Wasik
- Jim Cagley
- Dick Cole
- Charlie Cook
- Aleka Kapatou

Others Present:

- Sue Barrett
- Elizabeth Bialas
- Sarah Formichelli
- Jim Frye
- Hank Griffith
- Ted Karp
- Sharlene Monroe
- Jodie Siarkas
- Dave Stout
- Peter Szwec
- Ron White

1. Minutes

Dick Cole moved to approve the minutes of the August 15, 2012 Board meeting. Glen McEwen seconded the motion, which passed unanimously.

2. Treasurer's Report

Clerk Elizabeth Bialas distributed the current Balance Sheet and Profit & Loss Statement (as of August 31, 2012). Treasurer Charlie Cook presented the proposed 2013 budget which was discussed in depth. The budget will be submitted for approval at the October 24 meeting of the Board and presented to the homeowners at the November 2012 General Membership meeting.

3. Committee Reports

Pool Committee:

Dave Stout reported that work on pool renovation is ongoing. A meeting is to be held by the Pool committee to review progress.

Architectural Committee:

Ted Karp and Hank Griffith reported no issues.

Grounds Committee:

Ron White reported. The mowing contract was discussed.

GOCA:

Aleka Kapatou attended the most recent

meeting of GOCA, where Ride-On Bus routes were discussed. She will distribute minutes to board members when received.

Newsletter:

Sharlene Monroe reported no issues.

Social Committee:

Sarah Formichelli reported on the committee's accomplishments for the year and plans for the volunteer appreciation event.

Tennis Committee:

Peter Szwec reported no issues.

Web Site

Curt Barrett reported that more people need to be trained to update the site in areas for which they have responsibility.

Welcoming Committee:

Jodie Siarkas reported that new members of the community seem to appreciate the attention of the welcoming committee. Seven new residents have been welcomed this year.

4. New Business

None.

5. Old Business

None.

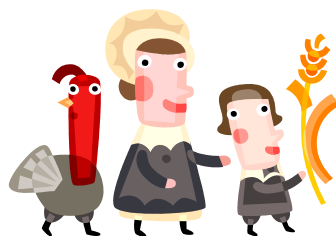
The meeting was adjourned at 8:30 pm.

Richard J. Bertin, Secretary

Next Board Meeting

November 15

Meeting begins at 7:30 pm and is held in the All-Purpose Room at Greenwood Elementary School



NOVEMBER PRESIDENT'S MESSAGE

For those of you that read the October issue of Tanterra Today, you know that after 32 years of living in Tanterra, the Barretts have moved out of Tanterra. Curt was a very active member of the Board for many years and served as president of our association on two different occasions. His leadership and foresight will be felt for years. Curt's wife Sue also served as the association's accounting clerk for many years, taking care of collecting the dues and paying the day-to-day bills. Together, they formed a great team and helped make our neighborhood the wonderful place that we know today. They will be greatly missed! Hopefully they will still make an appearance or two at the pool next summer.

From our October monthly meeting, a number of important issues were discussed and resolved. The highlights of the meeting were:

- The Board of Directors passed the 2013 budget. The budget will be presented at the November annual meeting.
- The ongoing pool renovation was discussed. The contractor has removed all of the old concrete deck and has started the trenching for the new drain and water supply lines and the coping stone, ceramic tile, and pool lights have been removed. The good news is the pool shell structural concrete was found to be in good condition and no structural concrete work will be required. A few changes were authorized by the Board for water drainage at the back side of the pool house and for structural fill at an unforeseen void under the concrete slab in the mechanical room.

Discussions regarding the upcoming annual homeowner's meeting.

Our Tanterra Homeowner's Association annual meeting will be held on this November 15 at 7:30 at the All Purpose Room of Greenwood Elementary. Our Bylaws require 10% of our homeowners (39) to attend or to have submitted a proxy statement in order to have a quorum; so if you cannot attend in person, please either drop off your proxy statement (and absentee ballot for the board members) to one of the Board members or someone else you know will be attending. At the meeting we will be reviewing the 2013 budget, approval of the reserve fund amount as required by the IRS, electing three new board members, reviewing the pool construction, plans for the upcoming year, as well as answering any questions and discussing any items the homeowners wish to bring up. We hope to see you there!

As always, we are looking for volunteers to help make this neighborhood as great as it possibly can be. You don't need to have any special skills or talents, just a desire to help. Every year something at the pool needs painted/caulked/cleaned, flowers need to be planted, the parking lot needs to be cleaned and bushes and trees trimmed. We have many committees that could always use your help. We have a small percentage of the residents (and associates) who perform 90% of the volunteering. Your help would be greatly appreciated.

Annual Tanterra HOA Meeting

The date of the Tanterra Annual Homeowners meeting will be held on Thursday, November 15, 2012 in the Greenwood Elementary All-Purpose Room at 7:30 pm

The Nominating Committee is looking for candidates to fill three vacancies on the Board this November

If you are interested in serving, please contact Glen McEwen by email or phone (see page 7 for contact info)

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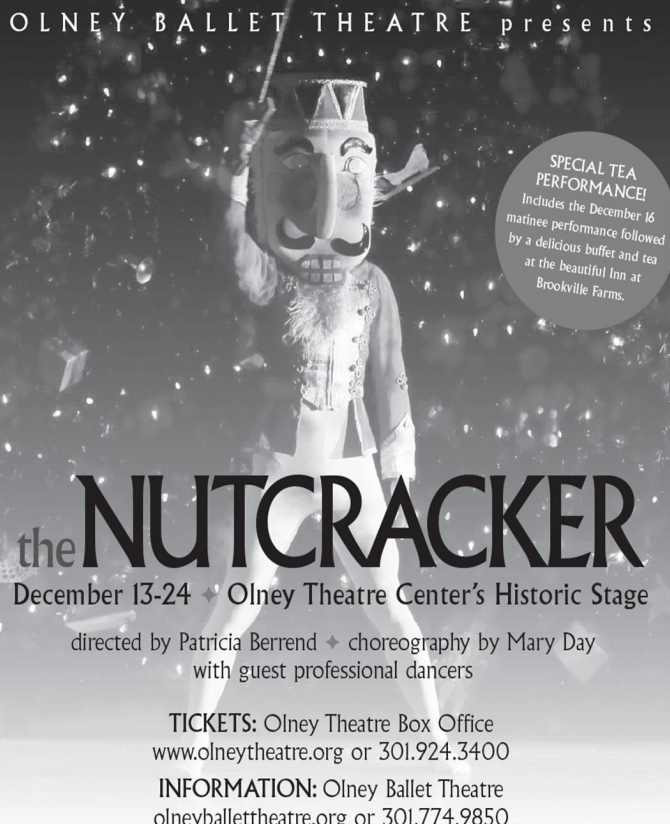
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NOVEMBER
Timely Tip 

Travel Tips!
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THE NOVEMBER LANDSCAPE GARDENER

BY

MARK D. UHL, HORTICULTURIST

The beginning of November signals the time to complete landscape projects and start preparing for the winter months when outside activities in the garden are limited due to weather conditions.

This year's seeding season for grass was a mixed bag as there was plenty of good, wet weather for the grass to get started and grow, but this left limited times to actually get the ground prepared and the seed put down in between the rainy periods. I am seeing great growth of new stands of turf in areas that were in need of cover. I am an advocate of seeding every year, because some years work out better than others and you never know what kind of year we will have.

Planting of all woody plants can be carried out through the middle of November. After that time care should be given to the type of plants which can be safely planted. Pines and broadleaf evergreens should only be planted after mid November if the planting location is in a well protected area and proper watering is possible during the winter. Deciduous trees and shrubs can be planted throughout most of the Fall and Winter months as long as the ground is not frozen.

Lawn care should include applying fertilizer at the rate of 9/10 (nine-tenths) of a pound of nitrogen per thousand square feet. *The November fertilizing is the most important application you can make to your lawn.* Roots which will see the lawn through next summer's drought stresses are growing now and will continue to grow and absorb nutrients as long as soil temperatures remain above 45 degrees, while the elongation of the shoots is at a reduced rate.

Pruning can resume now. Growth of new shoots will not commence until next spring. Do not do major pruning on plants which have set their flower buds for next Spring, this Fall. Examples of these are azaleas, rhododendrons, and forsythia. Pruning of plants which will flower on next years, current season, new growth is O.K.

A regular clean up of leaves will keep recently seeded grass plants from being smothered. (protect your investment of time and money). Rake gently so as not to uproot the delicate grass seedlings. (or use blowers) Running over a pile of leaves to be composted with a lawnmower will accelerate decomposition. (Do so in an out-of-the-way place where the small fragments can be allowed to break down over the winter).

The last lawn mowing of the year will probably take place in November or maybe the first week of December. If your mower has an easily adjustable height of cut make this mowing a little shorter (not scalped) to allow for a little new growth next spring, prior to the mad rush to get the mower ready in April. When the last cut is completed take the time to winterize the mower by changing the oil (4 strokes), draining all fuel and running the mower to burn up any fuel remaining in the carburetor, (an alternative is to mix fresh gas and a fuel stabilizer and fill the tank, then run the mower only long enough to get the stabilized fuel through the carburetor) remove the spark plug and put a squirt of oil into the spark plug hole, pull the starter cord one to two times to distribute the oil, leave the piston at the spark plug end of the cylinder, and reinstall the spark plug, leaving it loose. You might sharpen the blade and scrape the underside of the mower deck at this point also. Take care to remove the spark plug wire and secure the blade when working under the mower deck to protect yourself from injury. This is probably not necessary on most modern mowers as they have operator presence controls that accomplish the same effect of preventing the mower from starting accidentally. (A good idea nonetheless)

Perennials and ornamental grasses can be cut back either in the Fall or wait until late winter (Early March). If the plant has winter interest such as most grasses, leave it. If it does not (Salvia) cut it down to the ground leaving only the rosette of leaves that are flat on the ground. Covering newly planted and delicate perennials once the soil freezes will keep the soil freeze/thaw cycle from heaving the plant out of the ground and having the roots dry out. Evergreen boughs are good for this as they can be easily removed in the Spring to allow the soil to warm up faster.

You might want to save the pruning of the holly trees and others with good berries for December so that the material cut off can be used for indoor decoration.. Have a Happy Thanksgiving!

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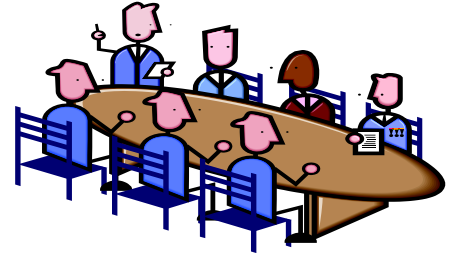
Tanterra Homeowner's 2013 Budget

	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>REVENUE</u>			
Homeowner's Dues \$325/345/365	126,750	134,550	142,350
Associate Dues 225 @ \$495/505/505	111,375	113,625	113,625
Advertising - Tanterra Today	2,000	2,000	3,000
Architectural Income	300	300	800
Interest Income	500	500	1,500
Finance Charges	200	200	200
Legal Fees Charged	1,000	1,000	1,000
Pool Passes	800	800	800
Pool Rentals	1,000	1,000	1,000
Social Functions	4,000	4,000	4,000
Other Income	800	1,200	800
Swim & Dive Team	32,000	33,000	30,000
Volleyball Committee	<u>3,000</u>	<u>3,000</u>	<u>4,000</u>
Total Revenue	283,725	295,175	303,075
<u>EXPENSES</u>			
<u>Administrative</u>			
Accounting Services	6,500	6,500	6,000
Architectural/Engineering	300	200	200
Bank Service Charges	150	150	150
Clerical/Bookkeeper Services	24,500	22,800	24,000
Insurance	12,000	12,000	12,000
Legal Services - Collections	1,000	1,000	1,000
Legal Services - Miscellaneous	1,000	1,000	1,000
Miscellaneous Operations	200	2,200	2,200
Office Supplies	700	700	1,000
Postage - Operations	1,200	1,800	1,800
Reserve Study	0	0	0
Tanterra.com	300	300	300
Utilities - Operations	<u>300</u>	<u>300</u>	<u>300</u>
Total Administrative Expenses	48,150	48,950	49,950
<u>Grounds Committee</u>			
Miscellaneous - Grounds	2,000	2,000	4,000
Mowing - Grounds	<u>10,000</u>	<u>12,000</u>	<u>12,000</u>
Total Grounds Committee	12,000	14,000	16,000
<u>Pool Committee</u>			
Chemicals	8,500	9,000	9,500
Management Fees	86,000	88,000	90,500
Miscellaneous	5,000	5,000	5,000
Permit Fees	1,200	1,200	1,200
Pool Rentals	1,000	1,000	1,000
Repair & Maintenance	12,000	13,000	8,000
Supplies	5,000	5,500	5,500
Telephone	1,000	1,000	1,000
Utilities	<u>18,000</u>	<u>19,000</u>	<u>18,000</u>
Total Pool Committee	137,700	142,700	139,700

<u>Tanterra Today</u>			
Miscellaneous	1,600	1,000	1,000
Postage	1,700	1,700	1,900
Printing	<u>5,700</u>	<u>6,400</u>	<u>6,400</u>
Total Tanterra Today	9,000	9,100	9,300
 <u>Taxes</u>			
Condo	1,200	1,200	1,200
Federal & State	0	1,500	500
Personal Property	400	400	400
Real Estate	<u>500</u>	<u>1,000</u>	<u>1,000</u>
Total Taxes	2,100	4,100	3,100
 <u>Social Committee</u>			
Miscellaneous (Opening, Closing, Events, etc)	8,000	8,000	8,000
Volunteer Appreciation Dinner	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Total Social Committee	9,500	9,500	9,500
 <u>Activities/Civic</u>			
Charitable Contributions	1,600	1,600	1,600
Recognition Awards	300	300	300
Swim & Dive Team	32,000	32,000	32,000
Tennis	500	500	500
Volleyball	3,000	3,000	3,000
Welcome Committee	<u>200</u>	<u>100</u>	<u>300</u>
Total Activities/Civic	37,600	37,500	37,700
 Total Expenses	 256,050	 265,850	 265,250
 Anticipated Contributions to Reserve Fund	 27,675	 29,325	 37,825
 Estimated Reserve Fund Beginning Balance:	 64,984	 55,659	 81,984
Contributions to Reserve Fund	<u>27,675</u>	<u>29,325</u>	<u>37,825</u>
Total Reserve Fund for Capital/Emergency Expenses	92,659	84,984	119,809
 Potential Reserve Fund Uses			
Furniture	5,000	3,000	5,000
Walking Path Repairs	0	0	5,000
Parking Lot -- Culvert	0	0	20,000
Tennis Court Renovation/Resurfacing	10,000	0	0
Replace Pool Filtration System	<u>22,000</u>	<u>0</u>	<u>0</u>
Total Reserve Fund Uses	37,000	3,000	30,000
 Estimated Reserve Fund Balance End of Year	 55,659	 81,984	 89,809
Reserve Fund Used For Pool			<u>-108,000</u>
Net Reserve Fund			-18,191
 Cash Available (Est Dec 31, 2011):			
Checking - General Fund	10,000	10,000	10,000
Checking - Swim Team	27,000	27,000	27,000
Checking - Volleyball	3,000	3,000	3,000
Special Assessment Fund	136,500	273,000	0

Tanterra HOA Board of Directors

P. O. Box 25
Brookeville, MD 20833
www.Tanterra.com



OFFICERS

President	Glen McEwen	(2012)	fivemcewens@msn.com	301-570-3586
Treasurer	Charlie Cook	(2014)	Charlie.iii@verizon.net	301-774-8059
Secretary	Dick Bertin	(2013)	RichardBertin@verizon.net	301-774-7926

OTHER BOARD MEMBERS

Glenn Wasik	(2012)	301-774-5020	Jim Cagley	(2014)	301-570-1475
Dick Cole	(2013)	301-774-6534	Aleka Kapatou	(2014)	301-774-4624
Wayne Johnson	(2013)	301-774-1906			

CLERK Elizabeth Bialas 301-774-3809 LizBialas@yahoo.com (contact for resale packets)

COMMITTEES

Architectural	Hank & Kay Griffith	skayhank@comcast.net	240-461-7536
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Greater Olney Civic Assn	Aleka Kapatou	alekakapatou@hotmail.com	301-774-4624
Neighborhood Watch	Vacant		
Social	Sarah Formichelli	sarahformichelli@yahoo.com	301-774-1976
Pool	Wayne Johnson	tanterrapool@hotmail.com	301-774-1906
Pool Phone			301-774-4035
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Dive Reps	John Siarkas	RepJohn@tanterratarpons.org	301-774-2117
	Stephanie Olszewski	RepStephanie@tanterratarpons.com	240-370-9864
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Swim Team Reps	Kate Gun	RepKate@tanterratarpons.org	301-873-5655
	Karen Gallagher	RepKaren@tanterratarpons.org	301-570-0673
	Carleen Patterson	RepCarleen@tanterratarpons.org	240-342-2336
	Tina Varron	RepTina@tanterratarpons.org	240-463-3743
Swim Team Treasurer	Jim Cagley	JCBozLaw@aol.com	301-570-1475
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Volleyball	Wayne Johnson	WayneLJohnson@verizon.net	301-260-1906
Welcoming Committee	Jodie Siarkas	jsiarkas@comcast.net	301-774-2117

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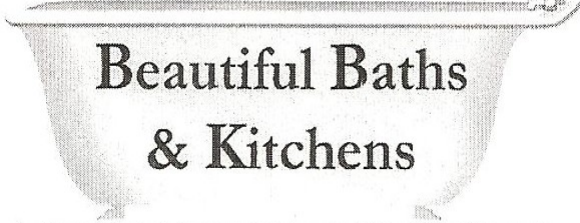


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