

**Eutaw Forest Homeowners Association**  
**Annual Meeting Minutes, 6 May 2025**  
Email: [eutawforest20603@gmail.com](mailto:eutawforest20603@gmail.com) Voicemail: 240-270-2407

**Meeting start time:** 6:35 pm

**Board Members Present:** Stuart Richman, President, Vanessa Brown, Vice President, James Kudzal, Treasurer, Alma Miller, Secretary, Barbara Davis, Bob Guite, Jean Keppler, Brian Keppler, Bob Tafares,

**Absent:** Rhonda Crowell, Dena Langley

**Agenda:**

- Copies of minutes, agenda, and budget available for all in attendance
- Motion to approve 2024 Annual Meeting Minutes (Alma): Minutes approved
- Vote for new President (Stuart): Stuart Richman approved by acclamation
- 2025 Budget Review-Budget accepted except Dues increase (Jim)
  - Discussion A review of each line item in the budget was discussed. The review included a discussion of how there has been a budget shortfall (due to increase in costs), unexpected expenditures (land erosion mitigation projects) and a fairly new State of Maryland law that requires HOAs to maintain a reserve amount of funding. These costs resulted in the need for the Board to increase the 2025 HOA fee to \$125. Questions came up if the HOA had the authority to raise the dues. A quorum was not present at the meeting to take an official vote. Action: HOA Board will consult the lawyer and Board will decide next steps.
  - Per a request, the annual dues notice will be adjusted to have a box to mark if you request an email receipt for your dues.
- Annual Dues Status for Year 2024 discussed: We have only 6 homes that are past due. 4 owners past due only for 2024. Only 1 home in arrears for 3 years and 1 home past due from 2022. The latter two owners have been sent to our lawyer and court cases are pending.
- Community Park Status: Picnic tables and play set are there for your enjoyment. The play set has some damage and will be repaired. Board members along with Brittany Utterback will lead the repair effort. The walkway from the Ridgeline entrance has low hanging branches that will be addressed with Landscaping company. Reminder, no ATV's or Dirt bikes are allowed in the Park or our common areas-if you see someone enter the park (or our common areas) on one of these, please call the police non-emergency number at 301-932-2222.
- Compliance Checks/Quarterly: The Board is conducting quarterly compliance checks. If your property is in compliance, you will not receive anything from the Board. Otherwise, you may receive a letter from the Board. If not corrected, our lawyer will be involved to resolve. Architectural Review Committee Procedures: As a reminder changes such as additions, cosmetic changes, fencing, siding, roofs, shutter changes, driveway changes, pools and more (please refer to your HOA Handbook) need to have an Architectural Form submitted and approved. This form must be submitted prior to work starting and requires 2 weeks (less in most cases) for approval. The form can be found on the Eutaw Forest HOA website.
- National Night Out- Tuesday, August 5th-Volunteers needed for set-up, tear down, etc: We will be participating with a social on Capt. House Road-watch for updates as date gets closer.
- Covenants: As a reminder, the Board can only act on items that are specifically addressed in the Covenants. There are times when we are asked to deal with items that we have no authority over. Please take some time to review them (on the website). The only way changes to the covenants can be made is by a vote of 75% of the homes in the community.
- Drainage Issue/Erosion Issues: If you are experiencing any erosion, drainage or culvert pipe issues on your property, please call the Charles County Roads Division at 301-932-3450
- Landscaping: Entrances and Community Park looking great. One comment was to look into making the lights brighter at the entrances. Board will look into this to see what can be done.
- Animal Control: Residents are reminded that they are not to let their pets roam free in the community. Please call animal control if you run across this issue, it is important to have these issues documented with the County.
- Loud/Disruptive Neighbors: The HOA is not a policing authority. If you have neighbors that are loud or possibly doing something illegal, please call the CCSO non-emergency number at 301-932-2222
- Website/Facebook: Both are updated and holds a wealth of knowledge and has been a great source for sharing. However, all official information will be posted on the HOA Website.
- Contacting HOA: Email and voice mail above is the quickest way to communicate with the Board. Please allow a few days for a response.
- NEW BOARD MEMBERS-We are seeking new Board members.
- CCSO-Q & A: Officer Johnson

- Speeding Cars, Buses, Garbage Trucks: Please get a good description, license, color of vehicles of the violators and report to the police non-emergency number, 301-932-2222 the moment it is happening. The more details you have the better the investigating and apprehension will go. This applies to the ATV, dirt bikes, etc. that are on our trails illegally. Board will look into anything else we could do to make our community safer.
- There has been an uptick of burglaries of unlocked automobiles in the various neighborhoods of Charles County. Please keep your automobiles locked and your valuables out of sight and inside your house.
- Meeting adjourned at 8pm.

**Important Upcoming Dates:**

Ice Cream Social ~ June 13th      National Night Out ~ August 5th  
Fall Yard Sale ~ October 4th      Fall Social ~ October 14th  
Holiday Decorating Contest ~ December-date to follow

**Who can be a Board member-** Our HOA Board is made up of unpaid volunteer members of the neighborhood. Anyone can become a Board Member, in fact, everyone should try to serve at some point during their homeownership within the community. The Board represents the voice of the community, which is why it is so important for everyone to take an active role.

**Who makes the rules?** - The covenants and bylaws of our HOA were originally created in 1980 when our neighborhood was established. The HOA Board does NOT create “new” rules nor do they have the power to change existing rules as a Board. Over the years the covenants have been amended slightly. Changes or additions to covenants can only be made with an official vote of approval from 75% of the neighborhood.

**What can the Board help me with?** - The Board is charged with the task of upholding the covenants set forth in our handbook. Issues directly related to these covenants are the only matters we can mitigate. If there is a problem outside of these issues, *we do not have any legal standing to enforce rules that are not part of the HOA covenants*. We are here to help but would like everyone to understand we can only do so much within our rights as an HOA.