

**The Trails at Woodlot HOA
10451 Twin Rivers Road #193
Columbia, MD 21044**

Email: thetrailsatwoodlot@gmail.com - Phone: (410) 730-0393

January 20, 2018

Dear Trails at Woodlot Owner:

In accordance with Article III, Section 3 of the Amended and Restated By-Laws of The Trails at Woodlot Homeowners Association, Inc., the annual meeting of the council of unit owners will take place on **Tuesday, February 27, 2018** at 7:00 p.m. at the Florence Bain Senior Center, 5470 Ruth Keeton Way, Columbia, MD. Pizza will be served at 6:30 p.m. with the meeting starting at 7:00 p.m.

An all-volunteer, owner-populated board and committees makes the decisions for Woodlot governance. There are three Board of Director positions and four Officer positions. At the meeting on February 27th we will be seeking a volunteer to replace a Board member who vacated in 2017. Board positions must be filled by nomination and elected at the annual meeting. The Board members then appoint officers at the first meeting of the Board of Directors following each annual meeting. The same person may hold two offices. If you are interested in being on the ballot for a Board member position, please send an email to thetrailsatwoodlot@gmail.com. Please consider investing a few hours a month in your neighborhood by volunteering to serve for one year. We have a beautiful community and as our community is aging we need to ensure enforcement of our covenants and make decisions that will enhance our common areas to maintain our property values.

The Architectural committee and Townhouse Advisory Council (TAC) members are residents who also volunteer their time. Architectural committee members are Sue Brazzel, Kathleen Plunkett, Barbara Avent, Joan Misencik, and Sarah Dorff. The Townhouse Advisory Council (TAC), led by Donna Myers, has five volunteers. Current TAC volunteers are Trudy Lily, Kevin Kennedy, Jeff Biggs, Bob Hartranft and Sheila Harris. The Townhouse Advisory Council (TAC) members serve as an advisory committee to the Board of Directors with respect to issues and matters of concern only to the Townhouse Lots, including, but not limited to, the manner of the maintenance and repair of the properties within the Townhouse parcel. We are also seeking volunteers to help with event planning and set up. A sign-up sheet will be available at the annual meeting.

The Board understands that you may be unable to attend the annual meeting. If you are unable to attend, please complete and return the proxy included with this letter to the HOA (address noted at the top of this letter) no later than Wednesday, February 21, 2018. In addition, please forward any specific agenda items you would like to discuss at the annual meeting.

Enclosed please find a list of 2017 Accomplishments and the Board's proposed Plans for 2018.

Also, enclosed is the 2018 Budget proposed by the Board of Directors. The 2018 annual single-family home assessment is \$398.48; the annual townhouse assessment is \$741.25 and will be paid in quarterly

installments (\$185.31/quarter). Invoices for assessments will be mailed after adoption of the budget at the annual meeting and are due within 30 days of receipt.

We look forward to seeing you at the meeting.

Best regards,

The Trails at Woodlot HOA Board of Directors

Enclosures: Proxy; 2018 Budget; 2017 Accomplishments and 2018 Plans