



oakland mills
we value connections

Oakland Mills Community Association Village Board Meeting Minutes

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045

Board Members: Jonathan Edelson, Chair ~ Lynn-Steven Engelke, Architectural Committee Chair
Bill McCormack Jr., Vice-chair ~ Rebecca Bryant ~ Rena Ross ~ Warren Wortman
Virginia (Ginny) Thomas, Columbia Council Representative

June 22, 2021

Link to YouTube recording of the June 22, 2021 OMCA Board Meeting:

<https://youtu.be/aN4tVqMqnCQ>

OMCA Regular Board Meeting

This meeting was conducted via Zoom remote virtual conferencing due to the Covid-19 pandemic.

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:01 p.m.

Present: Jonathan Edelson, Chair; Bill McCormack, Vice-chair; Lynn Engelke, AC Chair; Ginny Thomas, Columbia Council Representative; Rebecca Bryant; Warren Wortman; Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant

Absent: Rena Ross

Quorum Present: Yes

Also Present: Howard County Council District 2 Aide Ashley Alston; see resident list.

Opening of Meeting

- **Ms. Thomas** motioned to approve the June 8, 2021 OMCA Board meeting minutes (ATTACHMENT A). **Mr. McCormack** seconded, and the motion passed (5-0-0).
- **Mr. Wortman** motioned to approve the June 22, 2021 OMCA Board meeting agenda (ATTACHMENT B). **Ms. Thomas** seconded. **Ms. Bryant** asked to amend the agenda. The amended agenda was approved (5-0-0).

Old Business

Vacant Board Seat

Ms. Cederbaum reported on letters of interest for the vacant OMCA Board seat. She would send the complete list to the board vacancy sub-committee on June 23rd, the day after the deadline for letters of interest had passed. The Board agreed that the sub-committee would meet with each candidate if more than two were interested and then suggest two names to meet with the full board on or before July 13th.

OMCA's Priority List for CA

Mr. Edelson reviewed OMCA's Priority List for CA as compiled at the June 8th OMCA Board meeting (ATTACHMENT C). After discussion, the Board agreed to add the following priorities for CA:

- Commit to a comprehensive, transparent partnership process with the villages to evaluate the management contract in FY23 in preparation for the FY24 management contract.

- Perform a consultant-led community engagement process to reevaluate CA and determine its function, purpose, structure, and future.
- Install a restroom on the second floor of The Other Barn
- Consult with Oakland Mills on the next phase of the tot lot pilot program in Oakland Mills.
- Install electric car chargers in the Oakland Mills village center on CA property in Oakland Mills.

New Business

Fourth of July Fireworks Bike Corral

Ms. Bryant reported that she, Mr. Wortman, and others had been working to establish a secure bike storage space for those riding their bikes to the Howard County Fourth of July Fireworks, many of whom would be coming from Oakland Mills. Ms. Bryant was seeking \$320 in funding to rent bike racks and hoped to secure funds from a variety of sources, including OMCA. After discussion, the Board agreed to commit \$160 from OMCA's already-budgeted special event account with the provision that Ms. Bryant could email the Board if more funding was needed.

Board Chair Report

Mr. Edelson reported that activity had been seen in the village center at the new salon and pizza spaces. He also reported that Officer DeBronzo had acted on his request to address abandoned cars in the village.

Columbia Council Representative Report

Ms. Thomas gave an update on CA. She reported that sports and fitness membership sales had increased, School Age Services and the Columbia Art Center would be managing summer camps, and the Youth and Teen Center would be reopening June 28th.

Ms. Thomas also reported that the CA Board was considering four priorities for the coming year: community engagement, Symphony Woods, the Howard County General Plan, and evaluating and setting priorities for the CA President.

Village Manager Report

Ms. Cederbaum shared the FY21 Year-end Financials (ATTACHMENT D). **Ms. Engelke** motioned to approve OMCA's FY21 Year-end Financials. **Mr. Wortman** seconded, and the motion passed (5-0-0).

Ms. Cederbaum reported that CA had shared a plan for installation of a restroom on the second floor of The Other Barn. The plan would call for the bathroom to replace the current chair/sound system storage space which would be relocated to an expanded closet space near the silo door. This would reduce capacity by 25% and affect the aesthetics of the loft. A discussion ensued. The consensus of the Board and staff was that this was not a viable option. Ms. Thomas said she would request a meeting at The Other Barn to discuss alternative options for a second-floor restroom. Ms. Thomas would contact CA President/CEO Lakey Boyd and CA Director of Open Space and Facilities Services Dennis Matthey to schedule a meeting.

Ms. Cederbaum reported that summer camp had started at the Stevens Forest Neighborhood Center. David Smith had been selected as the new Chair of the Resident Architecture Committee to replace Michael Vaughn, who had been hired as OMCA's new covenant advisor for applications. CA was holding a summer camp at the Youth and Teen Center.

Committee Reports

Education Committee

Mr. Edelson shared questions that the education committee had compiled for the Board's July 13th meeting

with members of The Board of Education. A discussion ensued. Mr. Edelson would review the questions and reword.

Board Bulletin Board

Mr. Wortman gave a report on Public Space (ATTACHMENT E).

Mr. Edelson said that the OMHS boys' track and field team had won the state championship. **Ms. Cederbaum** added that team member Judson Lincoln was the son of OMCA contractor Jud Lincoln, who was currently an OMCA contractor.

Mr. Edelson motioned to go into closed session to consult with staff personnel, consultants, attorneys, or other persons in connection with pending or potential litigation. **Mr. McCormack** seconded, and the motion passed (5-0-0).

The closed session of the OMCA Board began at 9:15 p.m. and ended at 9:24 p.m.

Mr. Edelson went into the regular open session of the OMCA Board at 9:24 p.m.

Upon return to open session, it was announced that the Board would send a 15-day notice to a noncompliant property for potential legal action with CA.

Mr. Edelson adjourned the regular OMCA Board meeting at 9:25 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant



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Virginia (Ginny) Thomas, Columbia Council Representative

June 8, 2021

Link to YouTube recording of the June 8, 2021 OMCA Board Meeting:

<https://youtu.be/vQ-uu5iKVmY>

OMCA Regular Board Meeting

This meeting was conducted via Zoom remote virtual conferencing due to the Covid-19 pandemic.

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:03 p.m.

Present: Jonathan Edelson, Chair; Bill McCormack, Vice-chair; Lynn Engelke, AC Chair; Ginny Thomas, Columbia Council Representative; Rebecca Bryant; Rena Ross; Warren Wortman; Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant

Quorum Present: Yes

Also Present: Sgt. Jeremiah Poehlman, Supervisor of Howard County Police Department (HCPD) Neighborhood Community Resource Officers; Cpl. Joseph DeBronzo, Oakland Mills Neighborhood Community Resource Officer; Howard County Council District 2 Aide Ashley Alston; see resident list.

Opening of Meeting

- **Ms. Thomas** motioned to approve the May 25, 2021 OMCA Board meeting minutes (ATTACHMENT A). **Mr. McCormack** seconded, and the motion passed (6-0-0).
- **Mr. Edelson** motioned to approve the June 8, 2021 OMCA Board meeting agenda (ATTACHMENT B) with a change in order of reports. **Mr. McCormack** seconded, and the motion passed (6-0-0).

Resident Remarks

Brawnlynn and Patrick Patterson introduced themselves as former Oakland Mills residents who had moved back into Oakland Mills. They shared suggestions about the community, including promotion of the OM village center as a place to park for the annual 4th of July Fireworks, which would also promote village center merchants.

New Business

New Oakland Mills Neighborhood Community Outreach Police Officer

Sgt. Jeremiah Poehlman, Supervisor of HCPD's Neighborhood Community Resource Officers, introduced Oakland Mills' new Neighborhood Community Outreach Officer, Cpl. Joseph DeBronzo. Cpl. DeBronzo encouraged residents and Board members to visit the Neighborhood Community Outreach Officer page on HCPD's website to find his contact information. Sgt. Poehlman announced that National Night Out would be on August 3rd and police would be out in the community that night.

Mr. Patterson asked about vandalism and subsequent removal of the Bikeshare at the playground in Blandair Park. Howard County Council District 2 Aide Ms. Ashley Alston said she would look into the issue.

Columbia Council Representative Report

Ms. Thomas reported that County Councilmembers Opel Jones and Christiana Rigby had pre-filed County Bill-52 regarding HOAs but had not introduced the bill due to concerns expressed by Columbia Association. CA President Lakey Boyd would be meeting with Mr. Jones and Ms. Rigby to discuss the intent of the bill. It was suggested that a copy of the bill be sent to Ms. Cederbaum for dissemination to the OMCA Board.

Ms. Thomas discussed transparency of the CA budget process as well as the possible reopening of more pools and rental of the former Haven space. Ms. Thomas would follow up about the pool reservation system and half-hour break between open swim and the reservation time.

New Business (continued from before the CCR Report)

OMCA Priorities List for CA Budget Process

The Board suggested priorities for CA to consider in its budgeting process, including the ice rink; CA/villages communications and partnership, especially regarding allocation for the assessment share; CA promotion of villages and their events; and the proposed Orchard Green path. The discussion would be brought back as Old Business at the June 22nd Board meeting.

Old Business

Vacant Board Seat

The Board discussed whether to fill the vacant OMCA Board seat. **Ms. Engelke** motioned to go ahead with the process of filling the vacant OMCA Board seat. **Mr. McCormack** seconded, and the motion passed (6-0-0). Mr. McCormack, Ms. Engelke, and Ms. Bryant would serve on the Board vacancy sub-committee should more than two residents submit statements of interest. The community would be given a two-week window to submit statements of interest in filling the vacant Board seat.

OMCA's Priority List for the County Executive

Mr. Edelson reviewed the draft priority letter for the County Executive (ATTACHMENT C). A discussion ensued. **Ms. Engelke** motioned to proceed with a bulleted list of OMCA's priorities for the County Executive, contingent upon emailing the final list to the Board. **Mr. McCormack** seconded, and the motion passed (6-0-0).

Board Chair Report

Mr. Edelson reported that he had invited Howard County Public School System Board members Antonia Watts, Jolene Mosley, and Jennifer Mallo to attend the July 13th OMCA Board meeting to discuss deferred maintenance and renovations of Oakland Mills High School and Oakland Mills Middle School. The Board discussed other ways to bring attention to the issue of deferred maintenance and renovations. Mr. Edelson would discuss with the issue with the Education Committee at its June 22nd meeting.

Village Manager Report

Ms. Cederbaum reported that a new covenant advisor for applications, Michael Vaughn, had been hired. She also reported on the recent OM shredding event and HCPD Vin etching at the OM Police Trailer. She announced that summer camp would be returning to the Stevens Forest Neighborhood Center. The Village in Howard (TVIH) would be moving out of the neighborhood center to make room for the camp, leaving only its office, and TVIH would possibly use The Other Barn for summer events.

Committee Reports

Architecture Committee

Ms. Engelke would be putting together a small group to begin the process of reviewing the OMCA

Architectural Guidelines.

Safety and Security Committee

Ms. Ross reported that she had met with former Safety and Security Committee Co-chair Judy Gottsagen. She had also called Officer DeBronzo to meet with him.

Board Bulletin Board

Mr. Wortman announced that there would be a bike lane clean up on June 12th at 2:00 p.m., starting at Thunder Hill Elementary School.

Ms. Bryant announced that she had been certified as a Weed Warrior and was planning a “pull and plant” (pull invasive plants, plant native plants) event at Patriot Pond in Thunder Hill on June 27th. She also discussed ways to encourage people to ride their bikes to the July 4th fireworks as well as safety ideas in OM and on CA paths for that night. She would consult the Pattersons and Mr. Wortman about the issue.

Mr. McCormack commented that the Board’s school discussion was conducted with respect for diverse opinions.

Mr. Edelson adjourned the regular OMCA Board meeting at 9:07 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant



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**Oakland Mills Community Association
Village Board**

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045

Board Members: Jonathan Edelson, Chair; Bill McCormack Jr., Vice-Chair

Lynn-Steven Engelke, Architecture Committee Chair;

Rebecca Bryant, Rena Ross, Warren Wortman

Columbia Council Representative: Virginia (Ginny) Thomas

**Oakland Mills Board of Directors Meeting
Tuesday, June 22, 7:00 p.m.**

Join Zoom Meeting

<https://us02web.zoom.us/j/81143331448>

Meeting ID: 811 4333 1448

One tap mobile

+13017158592,,81143331448# US (Washington DC)

Dial by your location

+1 301 715 8592 US (Washington DC)

Meeting ID: 811 4333 1448

Find your local number: <https://us02web.zoom.us/u/kecGiNOa3Z>

7:00 p.m.

Opening of meeting

Approve Minutes from June 8, 2021 Board Meeting

Approve Agenda for June 22, 2021 Board Meeting

7:05 p.m.

Resident Remarks, 3-minute remarks (10 min)

Please note that meeting attendee's audio is muted. If you wish to participate in Resident Remarks please "raise your hand" which is one of the options available for participants and appears as an icon on the screen.

7:15 p.m.

OLD BUSINESS

Vacant Board Seat, update, Board Discussion (5 min)

Priority list Columbia Association, Board Discussion (10 min)

7:30 p.m.

Board Chair Report, Jonathan Edelson (10 min)

8:40 p.m.

Columbia Council Rep. Report, Virginia (Ginny) Thomas (10 min)

Vice-Chair of the Columbia Association Board of Directors

CA Advisory Committees

7:50 p.m.

Village Manager Report, Sandy Cederbaum (10 min)

FY21 Year End Financial Report, discussion and board vote (10 min)

Operations and financial update

8:00 p.m.

Committee Report (15 min)

Education Committee, Jonathan Edelson, Chair

Architecture, Lynn Engelke, Chair

8:15 p.m.

Board Bulletin Board (5 min)

8:20 p.m.

Adjourn

8:25 p.m.

Closed Session of the Oakland Mills Board:

Consultation with staff personnel, consultants, attorneys, or other persons in connection with pending or potential litigation.



Oakland Mills Community Association
The Other Barn • 5851 Robert Oliver Place
Columbia, MD 21045
410-730-4610 • oaklandmills.org



June 14, 2021

DRAFT – Priority List for CA

The Oakland Mills Board of Directors has compiled the following list of priorities for CA. We'd like to discuss the list with you at your convenience at an Oakland Mills Board of Directors meeting.

Priority list – list is not in priority order

- Add a second sheet of ice to the Columbia Ice Rink; work in partnership with Howard County to create a state of the art ice arena
- Promote the uniqueness of Columbia's villages and village events
- Work with State Highways and Colonial Pipeline to design and build a pedestrian/bike path from the Orchard Green tot lot along Route 108 to the light at Red Branch Road

Village: Oakland Mills
 Fiscal Year: FY21
 Quarter: 4
 Date Prepared: 6-Jun-21

Input Cell

SCHEDULE A

BEGINNING CASH

1 Cash and Investments 300,178

SOURCES OF FUNDS

2 Bank Loans & Other Loans
 during period (Increases Only)

a) Loan #1 10,000

b) Loan #2 10,000

c) Subtotal - Bank Loans & Other Income 10,000

3 Total Revenue - Year-to-Date 354,714

4 Proceeds from Sale of Capital 0

5 Subtotal - Funds from all Sources (lines 1 + 2c + 3 + 4) 664,891

USES OF FUNDS

6 Total Expenses - Year-to-Date 346,836

7 Capital Expenditures Made During Period not
 Included in Line 6 above 0

8 Subtotal - all disbursements
 (Lines 6 + 7) 346,836

9 Less Depreciation & Other Non-cash
 Charges Recorded in Line 6 Above 2,444

10 Disbursements Less Depreciation
 (Line 8 less Line 9) 344,392

11 Subtotal - (Line 5 minus Line 10) 320,499

OTHER CHANGES

12 Other Current Assets - (Increases)/Decreases between
 4/30 of current year and 4/30 of prior year 690

13 Short-term Liabilities - Increases/(Decreases) between
 4/30 of current year and 4/30 of prior year 50,947

14 Subtotal of changes in current assets and liabilities (Lines 12 + 13) 51,637

ENDING CASH

15 Cash and Investments 372,136

Village: Oakland Mills
Fiscal Year: FY21
Quarter: 4
Date Prepared: 6-Jun-21

SCHEDULE TO COMPUTE CASH RESERVES LIMITATION

1)	Fiscal Year Expenses (exclusive of Depreciation)		<u>344,392</u>
2)	Percentage Calculation *	x	<u>0.20</u>
3)	Operating Reserve		<u><u>68,878</u></u>
4)	Village Association Cash and Investment Accounts:		<u>372,136</u>
5)	Adjustments		
	Accounts Payable	(+) <u>4,244</u>	
	Security Deposits	(+) <u>11,865</u>	
	Sales Tax	(+) <u>0</u>	
	Deferred Revenue - CA	(+) <u>84,940</u>	
	Deferred Revenue - Other	(+) <u>14,867</u>	
	Accrued Liabilites - Payroll	(+) <u>3,947</u>	
	Accrued Liabilites - Other	(+) <u>27,255</u>	
	Government Pandemic Issued Grants	(+) <u>10,000</u>	
	Government Pandemic Issued Loans	(+) <u>10,000</u>	
	Accounts Receivable	(-) <u>(72)</u>	
	Prepaid Expenses	(-) <u>(165)</u>	
	CA Allocation - FY21 Add'l Share payment	(+) <u>30,063</u>	
	Retained FY17 Excess Cash Reserves (FY19-21)	(+) <u>21,346</u>	For HC, OM, OB, and WL
	Returned Village Contingency Funds	(+) <u>30,364</u>	
	Total Adjustments		<u>248,655</u>
6)	Reserve Account (line 4 minus line 5)		<u><u>123,481</u></u>
7)	Excess Cash Reserves (line 6 minus line 3)		54,603
8)	Audit fee allowance **		<u>2,565</u>
9)	Remittance amounts (Line 7 minus line 8)		<u><u>52,038</u></u>

* Cash reserves held by each Community Association at the end of the fiscal year should be no more than 20% of the total expenses of the village for that year exclusive of depreciation and capital expenditures.

** Enter 1/3 of anticipated audit fee in Year 1; 2/3 of anticipated audit fee in Year 2; and \$0 in Year 3 (the year the audit is conducted).

Input cells

Village: Oakland Mills
 Fiscal Year: FY21
 Quarter: 4
 Date Prepared: 6-Jun-21

STATEMENTS OF FINANCIAL POSITION
May 1 - April 30

	FY21	FY20	Variance
ASSETS			
CASH AT END OF PERIOD:			
Cash (Petty Cash)	100	100	0
Cash (Checking Accounts)	50,305	203,941	(153,636)
Cash (Savings Accounts)	301,140	75,583	225,557
Short term investments	20,591	20,553	37
Total Cash and Investments	<u>372,136</u>	<u>300,178</u>	<u>71,958</u>
Accounts Receivable	72	877	(805)
Loan Receivable	0	0	0
Prepaid Expenses	165	50	115
Inventory	0	0	0
Other Current Assets	<u>237</u>	<u>927</u>	<u>(690)</u>
Furniture, Fixtures and Leasehold Improvements	108,510	108,510	0
Accumulated Depreciation	(100,024)	(97,579)	(2,445)
Net Furniture and Fixtures	<u>8,487</u>	<u>10,931</u>	<u>(2,444)</u>
TOTAL ASSETS	<u>380,860</u>	<u>312,036</u>	<u>68,824</u>
LIABILITIES AND NET ASSETS			
Accounts Payable	4,244	5,650	(1,406)
Amount Payable to CA for excess cash reserves	52,038	534	51,505
Security Deposits	11,865	18,915	(7,050)
Sales Tax	0	0	0
Deferred Revenue - CA	84,940	0	84,940
Deferred Revenue - Other	14,867	88,009	(73,142)
Accrued Liabilities - Payroll	3,947	12,282	(8,335)
Accrued Liabilities - Other	27,255	22,820	4,435
Long Term Debt Due Within 1 Year	0	0	0
Subtotal - Short Term Liabilities	<u>199,157</u>	<u>148,210</u>	<u>50,947</u>
Long Term Debt Due After 1 Year	10,000	0	10,000
Unrestricted Net Assets:			
Beginning of year	163,826	140,474	23,352
Increase/(Decrease) in Unrestricted Net Assets for Year	<u>7,878</u>	<u>23,352</u>	<u>(15,475)</u>
Net Assets - Year-to-Date	<u>171,703</u>	<u>163,826</u>	<u>7,877</u>
TOTAL LIABILITIES & NET ASSETS	<u>380,860</u>	<u>312,036</u>	<u>68,824</u>

Village: Oakland Mills
 Fiscal Year: FY21
 Quarter: 4
 Date Prepared: 6-Jun-21

SUMMARY STATEMENTS OF ACTIVITIES
May 1 - April 30

	Actual Quarter	YTD Actual	YTD Budget	Variance		YTD Prior Year
REVENUES						
1 CA Annual Charge Share	65,243	327,415	339,269	(11,854)	Requires Comment	395,683
2 Lease & Rental	4,228	14,643	19,000	(4,357)		168,232
3 Tuition & Enrollment	0	0	0	0		0
4 Interest	5	37	60	(23)		62
5 Special Events	30	80	200	(120)		17,000
6 Fees	0	58	0	58		296
7 Miscellaneous	450	12,480	12,000	480		2,147
8 Gain/loss on Disposal of Asset	0	0	400	(400)		0
Total Revenue	<u>69,956</u>	<u>354,714</u>	<u>370,929</u>	<u>(16,215)</u>		<u>583,420</u>
EXPENSES						
9 Staff Salaries	48,493	175,969	190,000	(14,031)		302,672
10 Janitorial Wages	0	0	500	(500)		4,246
11 Contract Labor	775	775	200	575	Requires Comment	115
12 Payroll Benefits	8,971	35,854	33,000	2,854		42,130
13 Payroll Taxes	5,799	14,682	20,300	(5,618)	Requires Comment	23,680
14 Janitorial Expense	1,801	9,713	17,600	(7,887)	Requires Comment	38,732
15 Fees	4,022	12,034	20,000	(7,966)	Requires Comment	23,387
16 Operating Expenses	4,545	10,845	15,930	(5,085)	Requires Comment	5,104
17 Business Expenses	101	207	950	(743)	Requires Comment	2,256
18 Insurance	0	8,613	12,500	(3,887)	Requires Comment	9,369
19 Advert sing	1,762	6,568	6,100	468		5,607
20 Newsletter	0	0	0	0		17,860
21 Other Printing	7,588	8,181	6,100	2,081	Requires Comment	5,969
22 Donations/Contributions	15,791	15,791	1,500	14,291	Requires Comment	7,686
23 Special Events	250	550	500	50		18,870
24 Taxes	578	604	720	(116)		224
25 Utilities	6,702	20,570	26,100	(5,530)		25,967
26 Repairs & Maintenance	4,121	16,225	17,500	(1,275)		19,975
27 Furniture & Fixtures	5,517	7,210	3,250	3,960	Requires Comment	2,678
28 Total Expenses Before Depreciation	<u>116,817</u>	<u>344,392</u>	<u>372,750</u>	<u>(28,358)</u>		<u>556,527</u>
29 Depreciation	611	2,444	2,445	(1)		3,541
30 Total Expenses	<u>117,428</u>	<u>346,836</u>	<u>375,195</u>	<u>(28,359)</u>		<u>560,068</u>
Increase/(Decrease) in Unrestricted Net Assets	<u>(47,472)</u>	<u>7,878</u>	<u>(4,266)</u>	<u>12,144</u>		<u>23,352</u>

Input cells

Village: Oakland Mills
 Fiscal Year: FY21
 Quarter: 4
 Date Prepared: 6-Jun-21

DETAILED STATEMENTS OF ACTIVITIES
May 1 - April 30

	Actual Quarter	YTD Actual	YTD Budget	Variance	YTD Prior Year
REVENUES					
1 CA Annual Charge Share	65,243	327,415	339,269	(11,854)	395,683
A. CA Base Annual Charge Share	100,172	341,380	311,318	30,063	358,616
B. CA Medical Reimbursement	6,613	26,452	26,452	(0)	25,980
C. Other CA Reimbursement	375	1,500	1,499	1	1,500
D. Payment to CA for excess cash reserves	(41,917)	(41,917)	0	(41,917)	9,587
2 Lease & Rental	4,228	14,643	19,000	(4,357)	168,232
A. Room Rentals	2,478	3,613	7,000	(3,387)	154,211
B. Leases	400	9,680	12,000	(2,320)	7,456
C. Retained Deposits	1,350	1,350	0	1,350	6,565
3 Tuition & Enrollment	0	0	0	0	0
A. Classes	0	0	0	0	0
B. Camps	0	0	0	0	0
C. Other	0	0	0	0	0
4 Interest	5	37	60	(23)	62
5 Special Events	30	80	200	(120)	17,000
6 Fees	0	58	0	58	296
A. Copier	0	0	0	0	16
B. Late Fees	0	8	0	8	46
C. Postage	0	0	0	0	0
D. Notary	0	0	0	0	137
E. Other	0	50	0	50	98
7 Miscellaneous	450	12,480	12,000	480	2,147
A. Sales	450	2,480	2,000	480	2,147
B. Newsletter Ads	0	0	0	0	0
C. Catering/Food Service	0	0	0	0	0
D. Other	0	10,000	10,000	0	0
8 Gain/loss on Disposal of Asset	0	0	400	(400)	0
Total Income	69,956	354,714	370,929	(16,215)	583,420

Village: Oakland Mills
 Fiscal Year: FY21
 Quarter: 4

DETAILED STATEMENTS OF ACTIVITIES
May 1 - April 30

	Actual Quarter	YTD Actual	YTD Budget	Variance	YTD Prior Year
<u>EXPENSES</u>					
9 Staff Salaries	48,493	175,969	190,000	(14,031)	302,672
10 Janitorial Wages	0	0	500	(500)	4,246
11 Contract Labor	775	775	200	575	115
12 Payroll Benefits	8,971	35,854	33,000	2,854	42,130
13 Payroll Taxes	5,799	14,682	20,300	(5,618)	23,680
14 Janitorial Expense	1,801	9,713	17,600	(7,887)	38,732
A. Cleaning Service	1,801	8,267	12,000	(3,733)	27,297
B. Setup & Breakdown	0	291	2,000	(1,709)	7,656
C. Floors, Carpets and Windows	0	250	600	(350)	850
D. Supplies	0	905	3,000	(2,095)	2,929
15 Fees	4,022	12,034	20,000	(7,966)	23,387
A. Accounting	885	3,790	4,500	(710)	4,395
B. Legal	1,508	1,704	5,000	(3,296)	1,512
C. Performance	0	0	0	0	0
D. Audit	0	0	0	0	7,695
E. Web	526	626	2,500	(1,874)	913
F. Other	1,104	5,915	8,000	(2,085)	8,872
16 Operating Expenses	4,545	10,845	15,930	(5,085)	5,104
A. Office Supplies	1,078	3,330	7,000	(3,670)	33
B. Program Supplies	24	421	2,500	(2,079)	2,742
C. Cost of Goods Sold	80	380	380	0	415
D. Postage	2,485	2,752	1,900	852	1,770
E. Staff Development	0	271	100	171	100
F. Catering/Food Service	0	0	0	0	0
G. Other	877	3,690	4,050	(360)	44
17 Business Expenses	101	207	950	(743)	2,256
A. Mileage	101	163	200	(37)	343
B. Food (Business Meals)	0	44	250	(206)	1,399
C. Other	0	0	500	(500)	514
18 Insurance	0	8,613	12,500	(3,887)	9,369
19 Advertising	1,762	6,568	6,100	468	5,607
20 Newsletter	0	0	0	0	17,860
21 Other Printing	7,588	8,181	6,100	2,081	5,969
22 Donations/Contributions	15,791	15,791	1,500	14,291	7,686
23 Special Events	250	550	500	50	18,870
24 Taxes	578	604	720	(116)	224
25 Utilities	6,702	20,570	26,100	(5,530)	25,967
A. Gas & Electric	5,585	15,685	20,800	(5,115)	20,838
B. Water & Sewer	333	1,243	1,900	(657)	1,673
C. Telephone	784	3,642	3,400	242	3,456
26 Repairs & Maintenance	4,121	16,225	17,500	(1,275)	19,975
A. Building	3,698	13,765	13,000	765	13,815
B. Equipment	423	2,460	4,500	(2,040)	6,160
C. Rental	0	0	0	0	0
D. Vandalism	0	0	0	0	0
E. Other	0	0	0	0	0
27 Furniture, Fixtures and Equipment	5,517	7,210	3,250	3,960	2,678
28 Total Expenses Before Depreciation	116,817	344,392	372,750	(28,358)	556,527
29 Depreciation	611	2,444	2,445	(1)	3,541
30 Total Expenses	117,428	346,836	375,195	(28,359)	560,068
Increase/(Decrease) in Unrestricted Net Assets	(47,472)	7,878	(4,266)	12,144	23,352

**Oakland Mills Community Association
The Other Barn
5851 Robert Oliver Place
Columbia, MD 21045**

June 22, 2021

TO: Marie Davidson, CPA, CA Senior Internal Auditor

FROM: Sandy Cederbaum, Village Manager, Oakland Mills Community Association

SUBJ: FY21, 4th Quarter and Year-End Financials – Variance Memo

Revenues:

1. CA Annual Charge Share

Variance due to payment of additional FY21 of \$30063 + Final Contingency Fund payment of \$10121 less FY21 Excess Cash Reserves of (\$52038) = (\$11854)

Expenses:

11. **Contract Labor:** I hired a new bookkeeper in the 4th quarter and she is paid as Contract labor and not as an employee. Former bookkeeper was paid as employee salary.
13. **Payroll Taxes:** Percentage calculation for budget is not accurate and accounts for the variance.
14. **Janitorial Expenses** – less than anticipated cleaning and supplies than anticipated.
15. **Fees** – less than anticipated expenses.
16. **Operating Expenses** – less than anticipated expenses.
17. **Business Expenses** – less than anticipated expenses.
18. **Insurance** – invoices do not match the quarter in which they were budgeted.
21. **Other Printing** – offsite printing of HOA documents and elections newsletter
22. **Donations** – Five schools located in Oakland Mills continue to face very difficult financials situations both for the PTAs to raise funds and for the school administration to provide very basic services to the students. OMCA is dedicated to assisting our schools when possible and in FY 21 provided funds to all five PTAs and to the schools through administration requests for summer reading programs, outdoor classroom items, and small smart tvs for classes in the middle school.
All donations will enhance educational opportunities for OM students, amenities that are standard in many schools throughout the county but lacking in Oakland Mills.
27. **Furniture and Fixtures** – necessary purchases for the Other Barn, including replacement tables, window treatments, a few new chairs, and av equipment.



Oakland Mills Community Association
Public Space Committee Meeting Minutes

oakland mills
we value connections

Tuesday, June 15, 2021

Attendees:

- Warren Wortman, chair
- Jim Caffey
- Mike Westendorf
- Bob Marietta

Discussion(s):

- **Mellenbrook Bike Lane cleanup:** held on June 12, 2 volunteers
- **Crash - car hit young bicyclist crossing the MD 175 near Tamar resulting in death.**
- **Centre Park and Columbia 100 now have bike lanes.**
- **Blandair North (the playground) has opened.** Many SeeClickFix posts complained of illegal parking. Howard County put up cones and large mobile signs to enforce no parking along Oakland Mills and Shadow Fall Terrace.

Action Items:

- Volunteers needed for the Bike Corral for the 4th of July fireworks. Please contact Rebecca Bryant
- Orchard Green Tot Lot pathway. The committee pushed for a letter writing campaign in support.

Next Meeting: July 20, 2021- 7:00 pm - 8:00pm @ Blandair North at the pavilion near the Bocce Ball courts