

The Guilford Association, Inc.  
Annual Meeting  
November 19, 2008  
Second Presbyterian Church  
Guilford

Minutes

Lynda Riley called the meeting to order at 7:30 p.m.

**Approval of Minutes:**

The minutes of November 15, 2007 were approved.

**President's Report:**

Lynda Riley reported on two Board changes:

Tracy Harrington is leaving the board after two four year terms. Tracy was involved with beautifying Gateway Park and with assisting Joan Royals in planning and executing social events.

Dick Leitch had joined our board to chair the Traffic Committee. However right before last year's annual meeting Dick had a stroke. Unfortunately his recovery is taking him longer than he and we had hoped Dick resigned from the board last winter. We are happy that Dick is back home in Guilford and making a steady recovery.

The significant accomplishments of the year were reported.

**First**, an email list has been gathered for about two-thirds of Guilford residents. This list is private and is only used for communications regarding the Guilford Association. It is being used to communicate to residents instead of using the US Postal Service, saving about \$400 per distribution. The Association is moving toward sending the newsletter and all notices for social events by email only. These notices are also posted on our internet site, [www.guilfordnews.com](http://www.guilfordnews.com) or [www.guilfordassociation.org](http://www.guilfordassociation.org). The Guilford Association maintenance charge and dues bill, invitations to the Wine Tasting, and the notice of the annual meeting will continue to be mailed.

**Second**, the Guilford website has been revamped. Tom Hobbs worked with his neighbor, Matt Morgan, to update the first generation web site and make the new one more attractive and more user friendly. Tom Hobbs took the photos which are a beautiful representation of our lovely neighborhood.

**Third**, the administration of the Guilford Security Patrol (GSP) has been changed. While the entire neighborhood benefits from having the GSP, the special services of watching a house while the residents are away, picking up newspapers and packages and moving them out of sight and watching residents return late at night are now only available only to those who pay the annual fee of \$300. Jay and Margaret Lippincott spent many hours generating the list of GSP participants from the Brodie payment list to give to the Guilford Security guards.

**Fourth**, there is a significant physical change in the neighborhood—a median strip down the middle of St. Paul Street from its beginning at Charles and Overhill to the end of Guilford at University Parkway. This planted median has been a vision of Tom Hobbs, Margaret Alton and Jonathan Fishman for many years to tie Sunken Park with Sherwood gardens and then down to Gateway Park. The community is delighted that the city found the funds to build the median prior to repaving St. Paul Street.

**Fifth**, several Guilford residents led by Nancy Getter, worked with the City and had two playgrounds built at the Guilford Elementary and Middle School. They were dedicated last spring. This group of Guilford residents has also worked with Johns Hopkins and has brought foreign language instruction (both French and Spanish) to the Guilford Middle School for the first time.

Changes in the mandatory maintenance fee assessment were reported. First, the Board found it necessary to increase the mandatory maintenance charge from \$1.20 per 100 SF to \$1.40 per 100 SF. This money is required to cover the expected loss of the \$15,000 that the City of Baltimore has given Guilford for the past several years to help maintain Sherwood Gardens, inflationary costs of maintaining other parks and operating expenses.

In addition, consistent with the requirements of the Guilford Deed and Agreement and the original Deeds of all the York Court properties the cost of maintaining the private York Court parks must now be paid for by the York Court residents. Currently there is a minimum maintenance charge of \$25 per year (which will increase to \$30 next year).. The cost of maintaining York Courts ranges from \$2,500 to \$6,000 per year. The bulk of this cost has been paid for by the Guilford Association in the past even though it is not an Association obligation.

### **Report of Nominating committee:**

Howard Friedel presented the recommendations of the Nominating Committee for Board members. The board has a total of 20 members and one-quarter are elected every 4 years. Nominated were the following, all for four year terms:

Peter Smith, a resident of York Courts, new to the board, will focus on issues on Greenmount.

Bruce Barnett, Chair of Sherwood Gardens

Margaret Alton, Chair of Other Guilford Parks

Tom Hobbs, Vice President and Chair Architectural Committee

Bryan Potts, Secretary

Motion to approve this slate of board members was made and seconded. The slate of board members was approved.

### **Treasurer's Report**

#### **Guilford Association**

As of October, 80% of Guilford residents have paid their fees and dues. Guilford Security Patrol has a 72% (525 households) participation rate, an increase of the previous year's 67% rate.

Appropriate collection efforts will be made by year end for the remaining fees. The majority of the expenses were related to the upkeep of common Guilford property and operational costs (insurance, legal, security and accounting). The remaining expense of \$40,000 was expended for Sherwood Gardens. The Board has approved an increase of twenty cents per 100 square feet for 2009. This allowable increase will generate approximately \$8,000 more in income in 2009. This

represents an average increase of \$10 per Guilford resident. This will be used to cover normal inflationary cost of services purchased by the Guilford Association (trees, grass cutting, repairs).

For the first 10 months of the year, expenses were within budget. The two sources of revenue for the Guilford Association are the mandatory maintenance fees and the dues (\$40 annually). Expenses include maintaining the public parks, insurance, legal fees, office services and Sherwood Gardens. The year-end forecast is a breakeven.

### Stratford Green

Stratford Green revenue is composed of a transfer from the Guilford Association and \$40,000 in fund-raising. To date this year, the Garden Sponsor Program run by Barbara Fields has raised \$5,000. Baltimore City Grant of \$15,000 was received along with a gift of \$4,242 in memory of Judy Amsterdam, an admirer of Sherwood Gardens. The Wine Tasting organized by Joan Royals is expected to net \$10,000 once all pledges are received.

Expenses for Stratford Green include park maintenance, tulips, planting; adopt a plot, replacement plants, irrigation and office services. Tulip prices increased 20% this year due to the exchange rate. A special fundraising appeal generated \$10,000 in donations to offset this expense.

### Covenants Renewal:

Elke Franke reported that the Deed and Agreement containing the covenants was last renewed in 1990 and must be renewed every 20 years. Signatures from owners of 67% of all the land of Guilford are required by January 1, 2010. All signatures must be notarized. The effort was off to a successful start gathering signatures on Election Day and 220 properties are completed. The signatures of all the owners of a property must be obtained before it can be considered complete.

### Public Safety:

Stuart Brooks, Steve Trauner, Howard Friedel and Major Ross Buzzuro and Officer Doug Gibson of the Northern District of the Baltimore Police Department spoke about safety concerns in Guilford. Crime is down dramatically from a year ago. Securitas has been doing a good job of working with the Northern District Police to help keep crime down in Guilford. Attendees were advised to call the Baltimore City Police Department first (911) in the event of a crime and then the Guilford Security Patrol second. Thieves looking for GPS in autos are causing one of the biggest crimes in this area. Do not keep cell phone power cords or GPS visible in your auto or even the suction cup mark on the windshield indicating a GPS may be in the car. Do not keep garage doors open and do not leave newspapers on your lawn longer than normal.

Howard reported that 525 houses paid the GSP fee in 2008 and only those people can ask for the special services from Securitas. At this time there are not sufficient funds for coverage 24 hours a day 7 days a week. However, that is the goal.

### Architectural Committee:

Tom Hobbs reminded attendees that the Guilford Deed and Agreement sets standards for the development of property and any exterior change or alteration and it requires that all exterior changes to property be submitted for review and approved in writing by the Association. The

Association administers oversight, review and approval of exterior property alterations through the Board's 9-member Architectural Committee.

Over the past year the committee received and reviewed 60 applications. These include 7 major additions, 7 proposed major renovations involving a number of elements of the exterior, 9 cases of landscaping, pool or terrace construction, 10 changes in exterior paint colors, 4 slate roof replacements, 9 cases of extensive window replacement, 3 cases of other roof repair and gutter and downspout replacements, and 5 fences and driveway gate proposals.

While most applications have been approved, a number have involved modifications and clarifications and negotiations but are usually dealt with quickly through discussions. However, in one case the Association had to move to stop a major but incompatible house addition. In another the Association had to litigate a dispute.

The activities of the committee are not just the formal review of applications, but also involve 1. answering questions, 2. giving interpretation, 3. guidance and 4. referral and reference.

Tom reported that the Architectural Committee has done several things to make the process of architectural review more understood and more predictable. The committee meets regularly once per month, with much time between meetings working with residents and assuring completeness of applications. As part of the Guilford web page redesign all architectural covenant matters have been grouped, providing explanation and very user friendly access to the application, Architectural Guidelines, information on the Guilford Historic District, Maryland Historic Tax Credits and guidance on what to do when buying and selling a house in Guilford.

Mr. Hobbs also reported on the Association request to the City for the creation of a landscaped median on St. Paul Street. About this time last year we learned that St. Paul Street between Overhill Rd. and 39<sup>th</sup> St. was to be repaved in 2008 with the contract to be shortly let. If there was to be an improvement in the streetscape by the creation of a median we knew it had to happen during the re-paving or it would likely not happen. City DOT officials were initially not helpful and responded that the money wasn't in the budget. After a number of other meetings with DOT and several board members, the help of our two Council members, Mary Pat Clarke and Bill Henry, and the Mayor's office, at the 11<sup>th</sup> hour the City amended the paving contract to include the median.

There is now a landscape plan that the Architectural Committee has reviewed and had input to. It includes long stretches of shade trees with crepe myrtle and cherries at the major cross intersections and extensive ground cover.

### **Sherwood Gardens:**

Bruce Barnett reported that the tulip problem seems to have improved with tulips coming up well in the plots where there had been problems before. We will continue to use a fungicide when planting the tulips. The special tulip appeal was successful and Bruce was able to purchase 75,000 tulips which have all been planted.

Donations continue to be appreciated because that is the only way new trees, bushes and shrubs can be planted. The budget only allows enough money for maintenance of the gardens.

## **Parks:**

Margaret Alton reported on other Guilford parks and common gardens, including the three smaller parks, namely, Gateway, Little Park, and Sunken Park. The Guilford Association also will be taking care of maintenance of the median strip on St. Paul Street. The Association will have to water the median with a water truck if there is a lack of rain as well as mow and weed. There were several trees that fell this year and it was expensive to have them removed, Bedford Square was heavily damaged after the city finished working on the storm drains. We will ensure that Bedford Square is returned to its former beauty.

Loyola College was very helpful audio and video and well as Senator Theater for the “movie in the park” series. Next year Homeland and Roland Park residents will be invited to these movies.

## **Traffic:**

Jay Lippincott reported that there are a number of traffic issues in Guilford including, the accident prone intersection of Charles and Cold Spring Lane, speeding on Greenway, driving the wrong way on Greenway, parking on both sides of the street on Overhill Rd. and speeding on 39<sup>th</sup> St. Traffic calming speed diversions were placed along 39<sup>th</sup> & St. Paul, but most of the residents were not happy with them because the traffic backed up too far. We will be meeting with the city to address some of these issues.

## **Social Committee.**

Joan Royals reported there were numerous activities this year such as the Halloween parade, spring egg hunt, movie in the park, dinner at dusk, flash light tag, and wine tasting. The wine tasting event raised over \$10,000.

## **New Business:**

There was discussion regarding the York Court residents becoming completely responsible for the maintenance of their three courts. The York Court Deed Covenant was recently discovered which discusses that these three private parks are to be maintained by the homeowners of York Courts. The Guilford Association will collect the money and will have the necessary work performed.

Meeting adjourned at 9:45 p.m.

Respectfully submitted,

Bryan H. Potts, Secretary  
November 27, 2008