

Bentana Woods West Cluster Association

Board of Directors Meeting Minutes

January 15, 2026 at 7:30 PM ET

Attendees:

Board Members: Keith London, Dilant Patel, Joel Shprentz, Anne Smyers, Tom Bodine, Christina Brown

Homeowners: Elliott Kane, 1505 Farsta Ct
Online via Zoom.

Minutes:

Meeting started at 7:37 PM

Membership Forum:

None.

(Old) November Meeting Minutes

Remove homeowner identifying information and republish

Approved the meeting minutes with above changes approved at 7:41 PM

Landscaping

1. Invasives cleanup
 - a. **Anne Smyers will** work with Jane and Shannon to **map areas of concern** for requests for contract and **send to Keith**
 - b. **Keith will request Abaris fetch quotes for cleanup**
2. Rip rap maintenance behind 1500 to 1508 Scandia
 - a. **Keith to ask Abaris to get quote for maintenance**
3. Dying Schip Laurel
 - a. **Anne to request Cardinal to trim for now**

Landscape report approved unanimously at 7:52 PM

Finance Report

1. Matured CD still not reinvested; **Joel to request Abaris invest in CD with highest Rate**
2. Joel presented a formatted version of Income and Expenses document (attached)

3. Tree Removals are not treated as Reserve Expenses, which causes the budget to be incorrectly displayed as over ~ \$20K. **Joel to request Abaris Finance fix the budget line item**
4. Joel walked through Snow Removal expenses to date
5. Reserve Expense line item last month was for Scandia Circle Stair Repairs downpayment, as expected.

The Finance Report was approved unanimously at 8:04 PM.

Old Business

1. 1541 Scandia Circle house repair - Complaint Letter will be withdrawn once the repairs start. Homeowner mentioned work will start in March 2026
2. DRB submission for Tree Removal between Scandia and Park Glen - no response from homeowners for next steps
3. Stair repair to start work in 10 business days
- 4.

New Business

1. Abaris furnished a Portal Welcome letter, which is missing information that is commonly provided in the disclosure binder
 - a. **Joel to rewrite the letter**, with Anne's comments
 - b. **Keith to request Abaris provide an electronic copy** of the binder that new homeowners receive as part of disclosure.
2. Playground inspections
 - a. Board passed the Recreation Dynamics bid to inspect the two playgrounds for up to \$950 passed at 8:25 PM
 - b. **Joel to email Abaris for go-ahead**
3. Farsta Island tree is dropping berries on parked car
 - a. Homeowner (1508 Farsta) discussed with Tom
 - b. **Anne to review the issue with Jane and follow up**

Executive Session

1. Collection Policy
 - a. Abaris recommends they define a Collection Policy for outstanding Dues; Board recommends reviewing the current process before committing to Abaris' policy
 - b. **Keith to request Abaris details of current collections process**, including
 - i. parties involved in the process
 - ii. documents/letters Abaris and lawyers send to homeowners
2. 1524 Park Glen Overdue
 - a. **Keith to ask Abaris where the letter to homeowner is being sent**

The meeting adjourned at 8:57 PM.

Upcoming Events:

Jan 29 - Abaris Board Education, online (Joel attending)

Feb 19 - Feb BOD meeting at 7:30 PM, in person (location 1531 Park Glen Ct)

Mar 19 - Mar BOD meeting at 7:30 PM, on Zoom

Apr 16 - Apr BOD meeting at 7:30, in person (TBD)

Apr 26 - BOD Elections, in person (TBD)