



Merion Station Townhouse Association, Inc.

BOARD OF DIRECTORS

Nicole Williams, President
Gerardo Rojas, Vice President
Juliana McCarthy, Treasurer
LaToya Forrester, Secretary
Marijane Monck, Member At-Large
Omera Begum, Member At-Large
Michael Del Gallo, Member At-Large

MSTA 2026 Board Meeting - August 20, 2026, 6:30 pm

Meeting type	Fourth virtual meeting of the 2026 MSTA Board.
Organization	Merion Station Townhouse Association, Inc. (MSTA).
Place	Virtual meeting.
Attendance	Nicole Williams, Gerardo Rojas, Juliana McCarthy, LaToya Forrester, and Michael Del Gallo.
Previous minutes	No approval of July 23, 2026, meeting minutes was recorded.

Decisions and Substantive Reports

- **Community meeting review:** The Board discussed the August 18th community meeting and noted that attendance was better than expected. Members of the board noted that the meeting format was successful, including the use of name tags and availability of refreshments. The Board discussed residents' interest in having a recorded meeting but noted that maintaining an informal discussion atmosphere was helpful and having minutes available in lieu of a recording was appropriate. Board members also identified time management as an area to improve for future community meetings.
- **Financial and tax records:** Treasurer reported completing a detailed review of the 2025 financial records, organizing transactions by category and sending a comprehensive spreadsheet to the association's tax preparer. The Board also discussed the absence of a prepared 2026 budget and the need to convert the scanned 2025 budget into an editable document that can serve as a simplified template for current and future budgets.
- **Corporate records and leadership transition:** President reported that the State of Maryland approved the principal-change documentation removing former president's name sooner than expected. The certified document will be provided to Metropolis. President is organizing key association records in electronic and physical form, including an external-drive transition folder and reference materials for future Board leadership.
- **Property maintenance and lien collection:** The Board reviewed continuing concerns involving various resident's properties. Debbie Nix of Harper's Choice Association is addressing the condition of one property, and the President will provide photographs and follow up regarding the reported foreclosure status. Former board member who is a lawyer has agreed to assist pro bono with the lien process. The Board also discussed whether previously extended cases had corresponding lien extensions and agreed to resolve the first lien before proceeding with other delinquent accounts of \$1,000 or more. The Wells Fargo account will remain open while related legal matters are pending.
- **Metropolis payment system and onboarding concerns:** The Board discussed concerns that the payment transition appears to involve ClickPay rather than the Zelle functionality previously anticipated. Members emphasized the need for clear communication with residents and consistency with prior expectations. The secretary will coordinate a virtual meeting with Katie from Metropolis, preferably around 6:30 p.m., as well as an in-person site visit. Vice president



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agreed to serve as an invoice approver, and President will follow up with Metropolis regarding the approver configuration and outstanding questions.

- **Insurance renewal:** The Board discussed the association's upcoming insurance renewal and the approximately 21% increase (\$390). Secretary will contact Paul Duffy State Farm Insurance to schedule a discussion before September 18 regarding Insurance renewal and rate increase.
- **Landscaping, towing, and parking:** President reported inconsistent performance by the current lawn-maintenance contractor and plans to seek alternatives. The Board discussed implementing bilingual green stickers on the driver's-side window as a towing-verification system and providing the towing contract and sticker-process information to Metropolis. Parking management is planned to begin in October, before winter weather.
- **Trees, lighting, and traffic:** President will submit the Tier 2 tree list to Howard County Highways for assessment. The Board also discussed solar streetlights maintained by BGE at no cost to the neighborhood. President will contact Howard County Traffic Engineering for a speed assessment and information regarding potential speed-calming measures, including speed bumps.
- **Telecommunications equipment:** Nicole reported ongoing work with Verizon and Comcast regarding damaged telecommunications pedestals, exposed wires, and shared provider equipment throughout the community. The Board understood that applicable repairs would be covered by the county.
- **Financial documents requested by Metropolis:** The Board discussed Metropolis's request for additional financial documents, including a profit-and-loss statement, general ledger, and balance sheet. Members questioned whether all requested documents are necessary because resident dues are already tracked in a Google Sheet. The Board will continue digitizing financial records and may provide its current budget materials to Metropolis for feedback on the required format.

Motions and Votes

- **Formal motions and votes:** No formal motions or recorded votes were noted during the meeting.

Next Meeting and Adjournment

- **Next Board meeting:** Thursday, September 24, 2026, at 6:30 p.m.