

**CORRECTED BOARD OF DIRECTORS MINUTES
November 28, 2018**

PRESENT: Rick Rodgers-entered ½ hour late (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Tina Talansky (TTa), Amy Wert (AW),

ABSENT: Paul Luff (PL) vacation, Merle Neulight Scribe

JOEL MICKELBERG: Acted as scribe

I: PRIOR MINUTES

A. MS: MOTION: Approve the minutes from October 24, 2018 as submitted.

TTa: 2nd All present approved 3-0.

II: FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** One resident is behind two months and two are behind one month.

B. Treasurers Report

- a. **MS:** Renewed both CD's at \$245K, account R28104, from First Trust and Penn Community Bank.
- b. **MS:** There was revenue from both re-sales.
- c. **MS:** New Verizon bill amount should now be \$59 per month.
- d. **MS:** Resident inquired at a TD Bank which is not in our area, about the Villas of Five Ponds Affinity Program. The employees there were not aware of this program. **MS: ACTION:** Will check with TD Bank.
- e. **MS:** There will be an additional \$6.00 per month added to the Reserve Roof Replacement beginning in 2019.
 - i. **JM:** Expressed concern over the roofs' life expectancy.
- f. **MS:** Suggests ordering Holiday Gift Cards for the same people as in 2017 except for the temporary scribe. Also, will add Brian, an Account who supports us at Continental Property Management (CPM). Will also send a Holiday tray to CPM on December 7, 2018.
 - i. **MS: MOTION:** See the gift card purchase above. **JM: 2nd** Not to exceed \$1500. All present approved 3-0.
- g. **MS:** HBI began the crack fill. After finishing the streets, he will then do the tennis court and the walking path.
- h. **MS:** 201 Fairway-After our property inspection, only the grate on the driveway needs to be addressed at this time. **AW: ACTION:** Will notify the resident.
- i. **MS:** R R Glass Company and Screen replacement will be here today for the indoor pool.
- j. **MS:** Total Turf (TT) has fulfilled the \$30K contract with the exception of ten trees which will be replaced in the spring.

- k. **AW:** Has finished the Excel work sheet to help follow through on open items with TT.
- l. **RR:** Has arrived.

- m. **MS:** Franks Electric has completed the \$7K contract for LED street lights.
 - i. **MS: MOTION:** Have Franks Electric replace all the other outside lights with LEDS for \$3,434.35. **TTa: 2nd** All approved 4-0.
- n. **MS:** Has estimates to replace all the lights in all Clubhouse rooms plus “two switches” in the Fitness Center for \$20K. NOTE: Changing high hats from black to white holders and LED for better lighting will be an additional \$65 each. **MS: MOTION:** Have Franks Electric replace the lights, not to exceed \$20K. **TTa: 2nd**. All approved 4-0.
- o. **MS:** Looking for an additional exercise bike for the Fitness Center.
- p. **MS:** AM Mechanical has finished moving all heater piping to better heated areas upstairs to prevent freezing. They also replaced rusted pipes in the cabana, where required.
- q. **MS:** Mannion will be doing a winter check up on the Clubhouse roof.
- r. **MS:** All the Clubhouse doors to the outside need their metal weather stripping replaced.

III. LANDSCAPE AND ARCHITECTURAL

A. **Requests**-none presented at this time.

B. Fall Inspection

- a. **AW:** 2 ½ Pages; still need to do Phase II. The biggest issue is that the Belgium blocks need a great deal of mortar repair.

IV: GROUNDS MAINTENANCE SCHEDULE/MAINTENANCE SCHEDULE

A. **JM:** All completed.

V. NEW LOGS

- A. **AW:** Presented two new Excel Spreadsheets she is maintaining for residents’ requests and TT open issues. One item was discussed on the residents’ log.
 - a. **AW:** A request regarding two broken lights at XXX Fairway from a resident who stated that they were broken during a mowing service either on October 4th or 5th. But it had been observed that these lights were broken before that date. **AW: ACTION:** Will send letter to resident indicating that no action will be taken.

VI: CORRESPONDENCE

- A. **AW:** XXX Fairway-Concerned about mildew on paver walls in various places in the community. **AW: ACTION:** Will respond to resident that there is no money set aside this year for this issue. If desired, individual homeowners can address this at their own expense.

- B. **AW:** XX Villa-likes the new lighting.
- C. **AW:**XXX Fairway-reported that there was a “leaning” tree near his home.
PL: ACTION: Will look at the tree.
- D. **AW:** XXX Villa-requests permission to install a gas powered generator. This was discussed at the Annual Community meeting. There is a problem regarding where the gas comes into the home versus where the generator would need to be located which should be at least five feet from the home.
AW: ACTION: Will notify the resident.
- E. **AW:** XX Villa,XX Five Ponds Circle, XXX Clubhouse Ln-All expressed concern over snow policies because of their personal medical issues.
- F. **AW:** XXX Fairway-inquired about the tree that has not yet been replaced. AW believes it is part of the ten trees that will be replaced in the spring. **AW: ACTION:** Will notify the resident.
- G. **AW:** XX Five Ponds Circle-discussed by Board per PL’s text to the Board and Variance was approved 4-0
- H. **AW:**XXX Fairway-Concern about the mower tire tracks on lawn. AW stated that this was caused by extremely wet conditions throughout summer and the lawns had to be mowed at some point. This will be addressed next spring.

VII: ADDITIONAL OPEN ITEMS

- A. Rule about not covering cars parked on the street. TTa spoke to resident; rule not required.
- B. The extra work with Franks Electric was approved during the Treasurer’s report.
- C. **RR:** Diesel service will be done soon.
- D. **RR:** Two additional carpeted runners are needed near the indoor pool.
- E. **RR:** Concern over the sign at XXX Villa. Board Discussion. Decision made to have AW contact, via phone only, inform resident of “no sign rule.” **AW: ACTION:** Will call the resident.
- F. **JM: MOTION:** Maintain same officers as last year.**MS: 2nd**All approved 4-0.
- G. **JM: ACTION:** Will set up a meeting with Dan to discuss three key snow issues prior to winter storm season: No longer can plow snow up against houses; need a contract price to hire two large bucket big loaders to remove snow from the back areas to lawns on street and in between back to back storms; must begin plowing in different places as the contract requires. JM asked for and received all Board members present for their verbal support.

VIII: **NEXT MEETING**-Wednesday December 19th, 2018 at 9:00am.

IX: ADJOURNMENT

- A. **JM: MOTION:** Adjourn the meeting. **TTa: 2nd** All approved 4-0.