

## **BOARD OF DIRECTORS MINUTES**

### **March 28, 2018**

**PRESENT:** Mark Schwartz (MS), Rick Rodgers (RR), Joel Mickelberg (JM), Paul Luff (PL), Tina Talansky (TTa), Amy Wert (AW);

**ABSENT:** Merle Neulight (Scribe)

**RR:** Opened the Board of Directors meeting at 9:03 a.m.

#### **I. PRIOR MINUTES**

- A. **JM: MOTION:** Approve submitted minutes from February 20, 2018. **PL:** 2<sup>nd</sup>. Approved 5-0.

#### **II. FINANCIAL REVIEW**

##### **A. Delinquency Report**

- a. **AW:** Reviewed the four homeowners that have delinquencies. None are up to the actionable state. XX Villa is behind and the office will begin filing procedures. XXX Fairway is transferring the responsibility to the bank management company.

##### **B. Treasurer's Report**

- a. **MS:** All of our Money Market accounts and CD's are under the \$250K threshold.
- b. **MS:** Continental Management Company is switching to Huntington Valley Bank for checking accounts and timing is not finalized yet.
- c. **MS:** Reviewed current month operating accounts. Various small adjustments need to be made for the money to be accounted in the correct account. All bills did match and were paid on time.
- d. **MS:** Presented an updated, thru February, snow, capital and reserve accounting for the association.
- e. **TTa:** Noted that when the shelf fell in the lounge, there were not enough good brooms available. Discussion on who is responsible for the maintenance, **MS:** Noted it was our cleaning company.
- f. **MS:** Discussed the pool issue regarding the heater at Shadybrook and suggested that another company should be quoting our services. **MS: ACTION:** Will contact the company. **PL:** Noted that there are a number of cracks in the step end of the indoor pool. Discussion about the repair will be late summer.
- g. **JM:** Year End financials were copied and distributed to the community through the Villas Voice bags and were also put on display in the hallway of our Clubhouse and on the Villas web site..
- h. **MS:** Social Club delivered a check for \$1500 for the capital fund.
- i. **MS:** Snow Contract needs review and changes with the sidewalk inconsistencies of the various areas, rates.
- j. **MS:** New utility billing will start next month on the new rates.
- k. **MS:** Noted that Continental Management Company was having Open Air (company that made the enclosure for the indoor pool) come

through the US on a late spring round. Discussion on what and when to have it reviewed. **MS: ACTION:** Will contract them to come in to do multi-year maintenance and review of our enclosure.

### **III: LANDSCAPE/ARCHITECTURAL**

- a. **PL:** reviewed the various ice plants and TTa noted that they are at the Cathedral in Bryn Athyn. Will look into possible locations and availability of plants.
- b. **PL:** Noted that the tree at xxxFairway had blown down and took another tree with it. TT needs to be directed to cut down the second tree and have it placed safely in the woods. **AW: ACTION:** Will follow up on this.
- c. **PL:** Discussion on extra trimming of the birch tree at rear of the property on Villa drive. PL asked that the tree be included in the additional pruning project as an add-on.
- d. **PL:** The possible change to the rules regarding exterior changes without approval which would include an immediate \$ 500 fine. RR had not reviewed the second draft proposal and wanted to make some changes. Tabled for next meeting. PL asked that changes be circulated.
- e. **PL:** Basin work has been discussed with the Township and a direction has been put forth. PL needs the requested information from RR for the work to begin.
- f. **AW:** Went over the list for the work that TT did in removing trees from the third Nor'easter. **PL:** Suggested that several may not be put back. Discussion on the removal of the stumps and grass replacement.
- g. **MS:** Noted that his wife, TT (per AW) and PL look at possible fountain designs for the front of the clubhouse.

### **IV: MAINTENANCE SCHEDULES**

#### **A. Monthly Grounds Maintenance Schedule**

**PL:** Discussion on timing of treatments for the lawn and trees.

#### **B. Monthly Contract and Maintenance Schedule**

**RR:** All the fire extinguishers were completed. The fire extinguisher in the kitchen needed to be replaced.

### **V: SNOW REMOVAL**

- A. **AW:** Six letters of complaint were presented to the Board. There were approximately fifteen compliments, not distributed, expressing that they appreciated being able to drive out of their driveways first thing in the morning after the storm. Discussion on the process, the equipment and the results. The results were good in that the residents in our development were able to leave quickly. Use of a plow truck by itself to clear "85% some home driveway areas lead to most of the damage issues, especially pushing snow up against home walls with too much force.

- a. **JM:** Reviewed the contract. There are several items that need agreement by both parties to change, to update, and some that need to be better adhered to.
  - b. **JM:** Discussed some of the issues regarding the snow removal. The vendor greatly expressed his concern about residents coming on the driveway during the removal process. He stated that in the future, if this happens, he will instruct his crews to leave that quad and move on and then return at the end of the snow removal process.
- B. MS and JM: ACTION:** Will meet with the vendor to make changes in the contract.
- C. AW: ACTION:** Will follow up with the vendor on the repair and replacement of the mailboxes and posts in front of xxxFairway that were destroyed.

#### **VI: CORRESPONDENCE**

- A. AW:** Rose Gold requested to meet with the Board regarding the lottery. TTA did not agree with JM reminding the Social Club of the Board approved lottery process to be used for quick sell out events. TTA did not believe that was the correct use of the lottery. MS, RR and PL agreed.
- a. **JM: ACTION:** Will respond to the lunch group that no lottery will be needed.
  - b. **RR:** Pointed out that the lottery is for the big NY shows that sell out in a day.
- B. AW:** xxx Villa – issue with water ponding in the rear grass area. **PL: ACTION:** Will review the issue.
- C. AW:** xx Fairway – requested a tree be replaced this year that was removed last year. **AW: ACTION:** Will note on a list for fall plantings.
- D. AW:** xxx Villa – pool furniture needing to be repaired or replaced. JM thinks that this needs to be done. Discussion on timing. **MS: ACTION:** Will look into end of season pricing.

#### **VI: OPEN ITEMS/OTHER**

- A. JM:** FOB process was discussed about getting a replacement and removing the old one that is lost. **AW: ACTION:** Will notify JM to have the Homeowner come to the clubhouse to figure out which FOB was lost. Either he or TTA have the ability to make the adjustments.
- B. JM:** BCCSC membership is coming up for renewal and a meeting is scheduled for the end of April. Discussion. Figured our membership is not done yet, so action was tabled.
- C. PL:** Presented the quote for replacement of the street lights to change to LED. Total cost would be about \$13,000. MS asked PL to get a second quote and Board discussed getting one installed for viewing. Need to consider additional light output as part of the package.
- D. MS:** wanted to look into a new copiers we are having problems with the current unit. Discussion on a different type of machine which is not as sophisticated. Tabled.

- E. MS:** Wants to keep focus on the fixes necessary for the drain lines in the second floor to be changed so they will not freeze.
- F. JM:** Pool and spa to open on May 7; furniture to be put out May 1.
- G. JM:** Noted that the fence on Delmont has some bent aluminum bars. **AW:**  
ACTION: Will have it repaired.

**VII: NEXT MEETING**

- A. Board Meeting-** April 25, 2018 at 9:00am.

**VIII: ADJOURNMENT-**Meeting adjourned at 10:50.