

BOARD OF DIRECTORS MINUTES

August 20, 2019

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

Paul Luff (PL), vacation, Merle Neulight (Scribe), absent

RR: Opened the meeting at 9:00am.

I. PRIOR MINUTES

- a. **JM:** Accept the prior minutes from July 16, 2019 as sent. **M:** 2nd. 4-0.

II. FINANCIAL REVIEW

a. Delinquency Report

- i. **AW:** XXX Villa - previously had court papers filed against it for being more than three months behind on monthly payments.
 1. **AW:** The Association did receive a letter of explanation with the promise to pay in full. Approximately one month later, half worth payment was submitted.
 2. **AW:** \$148.75 (6275) of the payment was recorded on the Association Books as payment for filing fees.
 3. **AW:** Based on partial payment, the consensus of the Board is to cancel the upcoming Court date. It can always be re-filed later.

b. Treasurers Report

- i. **MS:** Roll over of \$250K C/D funds for account #R28102 for Prudential that was previously advertised at Centric at 2.6% was down to 2.35% for 22 months. We took it.
- ii. **MS:** We received a check from the Social Club for \$ 5000 (6320).
- iii. **MS:** The \$3K that we paid for pool drain replacements should be put into our Reserve account.

- iv. **MS:** Evergreen over billed us by \$200 regarding removal of the old vending machine. We will receive a credit on next monthly bill.
- v. **MS:** Portion of the service on the defibrillator by Physicians Resources was the cost of battery replacement (6542). This was moved to maintenance, not contract.
- vi. **MS:** Of The \$12K we paid Mt. Lake Patio via credit card, how should we show the 2% we got back? To discuss with Brian.
- vii. **MS:** Two social functions were going to have to be cancelled because of not having enough attendees, The Board gave the Social Committee \$700 so the events could be had for those who did pay to go.
- viii. **MS:** Has negotiated a new five-year Landscape Contract with Dan, owner of Total Turf Landscape Services, from 2020 to 2024. The approximate increase in 2020 was based on large increase in labor costs and chemical costs to the Vendor. This will be a little more than 9% with small yearly increases.
- ix. **MS:** The Snow contract also had a significant increase, mostly due to increased labor costs. Contract was only to be extended for three years. **JM:** Expressed concern with the contract years for Landscaping and Snow not having the same end date. **RR:** Asked AW to add to the Landscape contract that years four and five will not go into effect unless the Snow contract is extended.
 - 1. **MS: MOTION:** Have both accepted by the Board. **JM:**
2nd 4 -0
- x. **MS:** Drainage issue along Five Ponds Dr in Phase II will cost \$7,500 to fix and repair. **MS: MOTION:** Fix the drainage problem. **TTa: 2nd. 4 - 0**
- xi. **AW:** James Shallcross submitted an invoice for \$610 for repair to Guard House. This was \$ 150 more than quote. The invoice provided a detailed explanation for the needed additional work. **MS: MOTION:** Pay for the repair. **TTa: 2nd 4-0**

- xii. **AW:** Asked for the OK to pay \$ 845 to Begley, Carlin % Mando LLP, the law firm representing the Association versus Warminster Municipal Authority. **RR:** Feels it is an overcharge based on a mistake by the law firm. **RR: ACTION:** Will speak with the law firm regarding this. Requested that AW hold payment until after RR speaks with firm.
- xiii. **MS:** Strongly suggests that we begin to plan for the 2020 budget, no matter where we are relative to our operating budget. And, we should plan an increase because of the aging community requiring more and more maintenance. **JM:** An example is Phase II \$7.5 K drainage repair.

III. LANDSCAPE

a. Action Log

- i. **AW:** Needs to update the Action Log. Things are taking too long from identified need, to getting quotes then to Board.
- ii. **AW: and MS:** Believe request for quotes should be bundled in order to obtain more favorable pricing.
- iii. **TTa: MOTION:** Approve quote 23. **JM 2nd 4 -0**
- iv. **AW:** missing quote 21. Need follow up with Total Turf.
- v. **MS: ACTION:** Will speak to Clayton to "bundle" and price all current quotes.
- vi. **MS:** Will suggest to PL that he should consolidate landscape issues into fewer communications.
- vii. **AW:** Spring Inspection. Will follow PL's notes.

IV. GROUNDS MAINTENANCE AND MAINTENANCE SCHEDULE

- a. **JM:** Both up to date

V. CORRESPONDENCE

- a. **AW:** X Fairway-request for patio measurement requirements. **AW: ACTION:** Will communicate with resident that they should contact Ron Dorfman, chair of the Architectural / Landscaping committee.

- b. **AW:** XXX Fairway-request to have "woods edge" weeds cut down.
MS: ACTION: Will obtain pricing.
- c. **AW:** XXX Villa-concern with neighbor's car.
 - i. **AW: ACTION:** Will write a letter from the Board warning that it is against the by-laws in our community to do repair work on a car on your driveway. This must be done in the garage. Also, will send a reminder about community speed limits.

VI. ADDITIONAL OPEN ITEMS

- i. **JM:** We have not heard back from the BCCSC to suggest dates for hosting one of their monthly meetings.
- ii. **AW: ACTION:** XX Villa Dr-will send warning letter to resident to remove rock drainage on mid lawn and replace with below ground screen or pop up.
- iii. **MS:** No update on re-decorating clubhouse from liaison
- iv. **TTa:** Social chair has been informed to not schedule any ballroom events after the first of the year.

VII. OTHER ITEMS

- a. **JM:** Expressed concern that the Men's Club is operating outside of the approved Social Guidelines. **RR:** Please invite the Men's Club Chair, via e-mail, to the Board's next meeting to discuss our concerns face to face.
- b. **MS: to AW:** Please "stay on top" of George to fix Delmont Ave. fence issues.
- c. **MS:** Total Turf has replaced 25 fence rails recently.
- d. **MS:** Still looking for someone to caulk the cabana and indoor pool.
- e. **MS: to AW:** Please "stay on top" of 4Genesis to fix and repair Belgium blocks by October.
- f. **MS:** Took Dan to look at Pond float, Dan will have a friend of his look at our issue.

VIII. NEXT BOARD MEETING-Tuesday, September 24th at 9:00am

VIII: ANNUAL COMMUNITY MEETING-Tuesday, November 19th, 2019

IX: ADJOURNMENT

JM: MOTION: Adjourn meeting. **MS: 2nd 4-0.**