

BOARD OF DIRECTORS MINUTES

July 18, 2018

PRESENT: Rick Rodgers (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL), Tina Talansky (TT), Amy Wert (AW), Merle Neulight (Scribe)

I: PRIOR MINUTES

A. **JM: MOTION:** Approve the minutes from June 17, 2018 as written and presented. **TTa:** 2nd All approved. 5-0

II: GUEST CATHERINE DALY (CD), CEO OF DESIGN EAST, INC.

- A. **MS:** Invited CD to discuss her plans regarding re-designing our Clubhouse.
- a. **CD:** Her company specializes in the interior of Clubhouses for active adult communities in Florida and Pennsylvania for the last 30 years. The company has designed Dresher Community, plus other communities, now in NJ, DE, FL, and PA. Most of the company's work has been done with Toll Brothers.
 - i. **CD:** Takes pictures of the Clubhouse before, recommending changes in the artwork, paint, furniture, etc. and when the interior of the Clubhouse is finished, again takes pictures. She will recommend changes costing the least and the most and then the Board will make the final decision.
 - ii. **MS:** Pool furniture will be purchased at the end of the season and asked if she could help us with choosing and purchasing the furniture to which CD said yes.

III: FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** XXX Fairway-when sold, we will be given all the fees.
- b. **AW:** XX Villa-total owing is \$262.00
- c. **AW:** XXX Villa-\$100. **AW: ACTION:** Will send letter that, going forward, resident will be fined or removal of privileges because of the unpaid fine.
- d. **AW:** XXX Villa- Total owing is \$247.00

B. B. Treasurers Report

- a. **MS:** Two CD's are coming due-August 2nd for \$235K from First Bank. Rollover at 2.50% for 15 months. MS suggested adding \$10,000 from Money Market Reserves (MM) to total \$245K. Other CD is \$245K from Quaint Oak due July 30, 2018 and it is recommended to go to Prudential Bank for 2.50% for one year.
 - i. **MS: MOTION:** Add \$10K from MM to the \$235KCD from First Bank to total \$245K and move another CD for \$245K from Quaint Oak to Prudential. **PL:** 2nd. All approved 5-0.
- b. **MS:** We are still waiting for our third telephone line to be disconnected. At this time, our phone bill has decreased to \$160 from \$210 per month and will be less when the 3rd line is disconnected.

- c. **MS:** We received the \$575 check from Christ's Homes for clearing of the creek bed trees.
- d. **MS:** All of our bills and invoices matched.
- e. **MS:** Total Turf (TT) was paid \$1265.00 for replacing the split rails and fences from November.
- f. **MS:** Contracts: AM Mechanical, Empire Fitness done. Completed. Repairs on fitness equipment, Defibrillator annual review, and pond fountain installed.
- g. **MS:** Our Balance sheet benchmark for six months is excellent and right on budget.
- h. **MS:** Has reviewed bills from TT.
 - i. **PL: MOTION:** Do the Nutsedge for \$3999. **TTa. 2nd** All approve 5-0.
- i. **MS:** Lock box fee, Phone bill, and Utility monthly bills have all decreased. We are decreasing our monthly bills.
- j. **MS:** The Social Club has an excess of \$1500 which we will be given.

IV: LANDSCAPE AND ARCHITECTURAL

- A. **PL: XX** Five Ponds Circle-awning request-can be accepted conditionally because on the insurance form the vendor put "Villas of Newtown" instead of the "Villas at Five Ponds." The awning will be approved when corrected.
- B. **PL:** Quote from Flores for tree work-we received a significant reduction from TT.
 - a. **PL: MOTION:** Have Flores remove trees for a total of \$865 pending Workers Compensation form. **MS: 2nd**. All approved 5-0.
- C. **PL:** Total Turf-Quote 6-2018-remove the rose bushes on top of the retaining walls at the front entrance and replace with Golden Thread Cypress.
 - a. **PL: MOTION:** Approve TT Quote 6, but have it done three months from now and the other two at the end of the season. **MS: 2nd**. All agree 5-0.
- D. **PL:** Total Turf-quote 7-2018-\$3999 (already approved in Treasurer's report "h" above).
- E. **PL:** Clendaniel Fence Repair quote to repair the black fence on Delmont and Street Roads-\$1000.00.
 - a. **PL: MOTION:** Accept bid from Clendaniel Fence to repair the black fence on Delmont and Street Roads for \$1000.00. **TTa: 2nd**. All approve 5-0.
- F. **PL:** Clendaniel Fence 120' 4 foot high chain link fence for \$1800 to replace the missing chicken wire fence that was on our property near Erie Insurance Company.
 - a. **PL: MOTION:** Approve Clendaniel Fence repair/replacement quote for \$1800 to be taken out of Capital for improvement. **TTa: 2nd** All approved 5-0.
 - i. **PL:** Before the fence is installed, it will be necessary for TT to clear out that area. **AW: ACTION:** Will follow.

- G. **MS:** Will discuss with Gasper about his feelings at the front entrance to our development, pond improvements, and a possible fountain near the Clubhouse front entrance. Meeting is scheduled for July 25. Whoever does the flowers needs to be responsible for the watering system.

V. GROUNDS MAINTENANCE SCHEDULE

- A. **PL:** All is on schedule for July-mulch bed pre-emergent being done only in common areas and mulch bed weed control-post emergent is being done today. The bushes and trees are being sprayed plus pruning is being done.

VI. MAINTENANCE SCHEDULE

- A. **MS:** Pest Control is being done.
- B. **MS:** Projection Screen has been lowered for one hour.

VII: OPEN ITEMS

- A. **PL:** XX Five Ponds Circle-TT was sent to evaluate the dead tree at the property line.
- B. **PL to MS:** Is TT responsible for replacement of all trees that have been planted by him? **AW: ACTION:** Will review with MS and the TT contract details.
- C. **AW:** XX Villa-had tree questions-Resident has been informed that the leaning spruce behind the home will be staked soon and we are awaiting approval for a quote to remove stumps and back fill and seed for the tree that fell.
- D. **AW:** XXX Clubhouse informed AW that one of the sliding doors at the indoor pool came off the track and the bottom roller came off. **RR: ACTION:** Will look at the door to see what repairs need to be done.
- E. **AW:** XXX Fairway-mailbox issue-when there is rain, the mail becomes wet. Other homes having same mail box issues-XX XX XX XXX and XX. **AW: ACTION:** Will send letter to all residents that new posts and mailbox repairs will be replaced by TT.
- F. **AW:** XX and XXX Fairway, XX and XX Villa-**PL:** There is a plan for the fall to remove/replace stumps. **AW: ACTION:** Will inform the residents.
- G. **AW:**XX Villa-response to the resident's letter. **AW: ACTION:** Letter to the resident to please keep all flowers under control.

VIII: ADDITIONAL ITEMS

- A. Rule on residents allowing animals out loose
 - a. Discussion to update dog rule. **PL: ACTION:** Will draft language.
- B. **MS:** Windows were found defective in the Clubhouse, were replaced except two windows because there is dry wall behind them.
- C. **MS:** Roof Repairs-being done in the roof of the indoor pool. Repairs will begin shortly but the balance of the repair will be in September.
- D. **MS:** Will be speaking with the tile worker from Berardelli for resurfacing the tile and plaster, plus will be speaking with other vendors.
- E. **MS:** Discussed HO4 policy for Homeowners Insurance. Issue centered on property transfers to others than the present occupants (who were the original

purchasers. Discussion and action tabled for now. **MS: ACTION:** Will obtain a perspective from Continental and our current insurance carrier.

- F. **JM:** Unfortunately, it appears that we will not have a craft show this year due to lack of assistance for Paula Leder.
- G. **TTa:** Discussion regarding the Insurance declaration pages received from residents naming the Villas at Five Ponds as an additional named insured. Tabled.
- H. **PL:** XXX Fairway-the resident has extended the patio furniture and barbeque onto the driveway which is a violation. **AW: ACTION:** Sent a violation letter yesterday.
- I. **AW:** XX Villa-arborvitae-the leaning arborvitae is the homeowner's responsibility to remove. **AW: ACTION:** Will communicate this to owner.
- J. **AW:** XXX Fairway-weeds-As a follow up, **RR: ACTION:** Will review if this was completed. If not, will notify AW for violations follow-up.

IX: NEXT MEETING Wednesday, August 22, 2018.

X: ADJOURNMENT-RR: MOTION: Adjourn. **JM: 2nd** All approved 5-0.