

Villas at Five Ponds Board Meeting

Tuesday, November 29, 2022

Present: Rick Rodgers (**RR**), Mark Schwartz (**MS**), Paul Luff (**PL**), Joel Mickelberg (**JM**), Tina Talansky (**TTa**), Amy Wert (**AW**), Larry Nodiff (**LN**) guest, Stuart Freemark (**SF**) guest, Terry Freemark (**TF**) scribe.

RR: opened meeting at 9:38 a.m.

I. Prior Minutes

JM: Motion to approve minutes from October 22, 2022, meeting and interim meeting on September 28, 2022. **PL** seconded. All approved 5 - 0.

II. Financial Review

a. Delinquency report (**AW**)

i. As of October 31, XX Five Pond Circle and 51 Villa are late. Invoices set.

b. Treasurers report (**MS**)

MS: The community has received the 2023 budget in the mail. As of yet, no volunteers to join the Finance Committee.

MS: Under the Continental Management umbrella, we have purchased new CDs through Edward Jones at higher interest rates, which will generate \$40-50,000 that can go into the reserve.

Assets

- i. Charles Schwab CD at 4.70%, due 11/21/23 \$200,000
- ii. Wells Fargo CD at 4.85%, due 11/29/24 \$200,000
- iii. Silvergate Bank CD at 4.70%, due 11/17/23 \$200,000
- iv. Key Bank CD at 4.80%, due 2/20/24 \$200,000
- v. Inspire Credit at 3.24%, due 10/30/23 \$250,000
- vi. Customers Bank MMF has increased to 3.0%

Reserve

- i. Contributed Capital One resale (\$3,120) and the new ballroom furniture covers previously approved were paid out of this fund this month.

Expenses

- i. Administrative
 - a. Office supplies – envelopes for \$294
- ii. Operating

a. Clubhouse supplies – includes soap pump, fish food, Staples office items \$105

b. Utilities/Clubhouse – we received a credit from PECO for overcharging of \$749.28

c. Water/sewer – credit of \$3349.55 due to storm water rebate

iii. Maintenance

a. Grounds maintenance other – basin cleanup \$425

b. Grounds maintenance – contract – 2 mows, flower planting, second pruning, spraying \$30,612

c. Repairs/Maintenance – common – Manion Roofing cleaned gutters on roof of Clubhouse, minor repairs and overall inspection

iv. Reserve

a. Ed's TV – purchased extended warranty

b. Indoor pool Resurfacing – Continental will write check, so contractor can save a credit card fee. Monies allocated for the improvements will be charged to the indoor pool up to the amount in the account and the balance will be charged to outdoor pool line item in the Reserve.

c. Signs – arrows will be correctly added by contractor

d. HBI – bill paid for sewer inlet repairs

e. painting - \$18,300 for bay caps and the clubhouse/cabana exterior

v. Total Turf

a. passed out a handout that included our new pricing for 2023 and 2024 – a 16.3% increase.

b. Will need to monitor mows and spray applications. Pine tree spraying has been removed and will be monitored.

c. **MS** reviewed prices with two other landscapers – almost all companies now only do snow removal by the hour.

d. **AW** will send out the contract.

vi. Gift cards - \$930.06 which will be paid for with the Capital One credits

vii. Social club

a. Payment needed. \$7596 in funds collected and in the checking account.

b. Will reach out to Richard Gittis, Social Committee Treasurer, to transfer some funds to the community Capital account.

viii. Ballroom tables

a. A church wants to buy them for \$1400, which will help fund purchase of new tables. Presently a pricing/supply discrepancy with Sams Club on the new, lighter tables selected.

ix. Pool chairs

a. Chairs are fixed and being stored in the cabana. Bill submitted to **AW**

III. Grounds Maintenance Schedule (PL)

a. Total Turf

i. Leaf cleanup – two cleanups completed. Many leaves have not even fallen yet and will be completed in December per contract.

ii. Geese remediation – they're back. The swans and the dogs are staying for now.

iii. Additional goose treatment to be applied soon

IV. Exterior Change Requests for approval (PL)

a. XXX Fairway (Kenny) - pending

i. problem with water falling in front of front door (Willow model design flaw)

ii. Want to move downspout. Manion will investigate options.

b. XXX Fairway (Edelman) – approved

i. landscaping around patio

V. Maintenance Schedule

a. on November 15, all filters changed. One unit needed an ignition lighter and motor blower

b. two streetlights repaired

c. the TV is turning on spontaneously. Will investigate.

d. Aqua broke the bubblers in the pond when the fountain was turned off. Notified and repaired.

e. Sump pumps in the outdoor pools will be pulled in December before freezing

f. **PL** handed out a listing of all the batteries/locations used for running the community

i. Need to check quantities and types of batteries per location

ii. **JM**: suggested adding this to Will's contract. **MS** to ask Will

iii. **RR** asked **JM** to remind the community to check their thermostat batteries

VI. Open Items (JM)

a. Adding an Email blast process administered by Continental Management

i. Sign up is voluntary. This email blast will be in addition to snail mail and email from **JM**.

ii. **PL** reminds that this will add \$2000 in budget line item annually. **MS** will check with Brian to add an additional account for tracking.

iii. **JM**: motion to accept. **MS**: seconds. Approved 5 - 0

b. Form a committee to review the rules

i. **JM**: volunteers to lead

ii. **JM**: To do email requesting volunteers for Rules Review Committee & Ballroom Rental Contract Review Committee, and those who might want to participate in VFP Pickle Ball League this spring & summer.

VII. Correspondence

a. XXXX - decorations

i. Volunteered to decorate exterior of Clubhouse, main entrance, guardhouse, and Five Ponds Circle, in honor of Jim Carson.

ii. Complained to **AW** about inability to retrieve decorations stored in cabana due to pool furniture storage obstruction

iii. McKeogh's request to be able to get in the back of the storage room in the cabana occurred 3 months after the pool furniture was stored. Will change the location next year to make them more accessible

b. XXX – opinion about Annual meeting

i. No response deemed necessary, as this issue had already been addressed in an email apology from **RR** and Board.

c. XXX– weight benches not returned to designated locations in Fitness room

i. Already addressed in email sent by **JM** to community

d. XXX – geese droppings

i. A continuing effort to deter through management process already set up

e. XXXX – volunteer submission for Room Rental Committee

i. **TTa** offers to be liaison from the Board.

ii. Additional volunteers - XXXX, XXXX, XXXX, XXXX

- f. XXXX – request to view tape of Annual Meeting
 - i. **JM** sent link to Zoom recording
- g. XXXX – meeting attendance
 - i. Wants to know if Board meetings could be Zoomed
 - ii. **RR**: if you want to see Board meeting, you must attend.
- h. XXXX – unanswered questions
 - i. Had questions about delays in repairs to property damages incurred by Total Turf, and why her question was not presented at Annual meeting.
 - ii. **AW**: she, Amy, needs to be informed of problems and if/when there is follow-through.
 - iii. **MS** asked **JM** to send this message to the community.
- i. XXXX – Annual meeting minutes
 - i. Discussion about sending out 11/15/22 Annual meeting minutes prior to approval, which doesn't occur until next year's annual meeting.
 - ii. **JM** will send out minutes, identified via title and watermark as Draft.
- j. Thompson – diseased plum tree
 - i. **PL**: there used to be three plums behind the property. TT took out the most diseased one in the spring review.
 - ii. Will place on short list for next year, as budget allows.

VIII. Additional Open Items

- a. **JM**: XXXXX kindly willing to cover Carson's job at Guardhouse. **RR** wrote letter of appreciation. Carson also did salting of the front entrance. **MS** says Jim's son-in-law will put up snow sticks. Clayton, general manager of Total Turf, will be putting green snow sticks throughout the community where he feels they are needed.
- b. **JM**: shingle replacement
 - i. Approximately five homes have invested thousands of dollars in replacement. Discussion about rebate when all of the community's shingles are replaced. For future reference. **MS**: we will try to be fair.
- c. **MS**: winterizing is done except for dogs and snow sticks
 - i. need to pull the two pumps from the pool covers in December
- d. need a new pool table cover; also, where to get a small plaque to recognize the donation of the table in honor of Sonny Rudnitsky

e. Many issues discussed including whether the tennis court is listed as a common area item in the bylaws, the cost to either change it to pickleball from tennis or create a hybrid court on the existing one, time schedules for leagues vs. individual play, adding pickleball net adaptation system. **AW** noted that the tennis court cannot be removed without community vote as it is specifically listed in the Declaration.

i. **JM** will send out email to community about forming leagues.

g. VFP gas bill

i. **PL** handed out a chart tracking our current gas contract, which ends in May 2023, and the incremental increases in options that we are facing after May, half due to generation costs and half due to distribution costs. Hopefully cost increase will come down with the warmer weather and we will be able to secure a new contract pricing more favorable than the current renewal rates.

h. Portable gas fire tables

i. **PL** requested that Board consider reviewing and possibly changing rules for fire tables. He included communications and data about fire code regulations from the township fire marshal.

ii. **JM** noted that Shadybrook's common area insurance requires 15 – 20 feet distance for fire table from existing structures.

iii. **AW** will check with Smith Group our broker; if that is in our policy, then that will need to be factored in the overall rules.

i. **TTa** asked if security camera allowed outside front door. **AW:** will explore. **JM:** will be part of rules review committee as liaison

IX. Board Meeting for December 2022

Scheduled for December 20, 2022, 9:30 a.m.

X. Adjournment

JM: motion to adjourn; MS: seconds motion. Meeting ends at 12:01 p.m.