

Board of Directors Meeting Minutes

May 18, 2018 at 8:30AM

Board Members:

Anne Guenin
Galen Miller
Tom Cumpson
Dr. William Spittler
Carolyn Staszak

Item 1: President Guenin called the meeting to order at 8:30AM. Trash can compliance and alley-way maintenance were added to the agenda. The board unanimously approved the agenda with the additional items.

Item 2: Approval of Minutes – Galen Miller made a motion to approve the April 27, 2018 Meeting Minutes and Tom Cumpson 2nd the motion. The board unanimously approved the April meeting minutes once updated with the board's directed changes.

Item 3: A&L Committee Report

Note: All submissions for May were approved at A&L Committee Meeting on 5/9/2018:

- A. 1286 Getz Way: landscaping around patio*
- B. 1469 Grassy Way: new plantings replacing privet
- C. 1278 Banner: stone patio*
- D. 1443 Hammock: painting front door and sewer caps, and replacing dying bushes; homeowner should be offered option of having RPI do landscape work
- E. 1281 Banner: birdhouse and security light OK; light does not need to follow "brown or black" rule
*homeowners should be reminded to watch plot lines and setbacks

Executive Board Action: The executive board reviewed the A&L Committee Meeting report and agreed with the stipulations noted for submissions requiring special attention and care paid to plot lines and setbacks.

Item 4: Management Report

- A. Rental Amendment Update – WCPAM continues to contact homeowners that have not yet provided the Association with their amendment change votes. Board members will discuss the best way to reach out to remaining homeowners to solicit their feedback and votes. Tabled until June 2018 meeting.
- B. Pond Signs, Slow Down Sign Installation, and Empty Entrance Pole Update – All signs have been installed and Charter Homes will remove their entrance pole.
- C. Spring Inspection Progress Report – WCPAM gave an update concerning the 2018 spring inspection.

Item 5: Financial Report

- A. Galen Miller made a motion to accept the April 2018 financial package and Tom Cumpson 2nd the motion. The board unanimously approved the financial package. Galen Miller will research CD rates and provide rate updates at the June 2018 meeting.

Item 6: Unfinished Business

- A. Let the record reflect that Veranda Neighborhood Association's Board of Directors wish to meet with Charter Homes to review close-out procedures between the developer, builder, and HOA before Charter Homes officially exits the community.
- B. Galen Miller's contract discussions with RPI – Galen Miller and other board members will meet with RPI at 10:30AM on Wednesday, May 23, 2018 to discuss the snow/mow RFP process.
- C. Trash Can Compliance – The board discussed three homeowners that continue to violate the Association's trash can policy. WCPAM will reach out to the homeowners and continue commencing fines.

Item 7: New Business

- A. Kreider Pond Recommendation – The board discussed a pond concern. The board had the Association's pond maintenance vendor and Kreider review the concern. Galen Miller will turn off the pond pump. The board wishes to notify that the pond's water level will be decreased during the observation and inspection stages. The board unanimously voted to allow Galen Miller to oversee the pond and keep the board informed.
- B. RPI Proposal – The board unanimously approved RPI's two proposals: (1) add trees near Kelley Drive, along the walking path (expected to be completed in October 2018), (2) install Canada Red Cherry tree to provide shade over bench at playground (expected to be completed by May 25, 2018).
- C. Alley Maintenance – Galen Miller will obtain bids to seal the cracks in alleyways and where alleyways meet driveways. Carolyn Staszak will contact the township to have the crack on Drake Lane fixed.
- D. The board discussed a homeowner's use of wrapping paper to cover their front door's transom. WCPAM will contact the homeowner to have them remove.
- E. The board directed WCPAM to notify homeowners how to find meeting minutes on the website when WCPAM emails all Association owners newsletters and updates.

Adjournment – The meeting adjourned at 10:22AM.