

**VERANDA NEIGHBORHOOD ASSOCIATION**  
**2018 Annual Meeting Minutes**

**Date/Time:** Tuesday, October 30, 2018 at 7pm.

**Location:** Saint Edward's Church

**Board Members:**

1. Anne Guenin
2. Galen Miller
3. Tom Cumpson
4. Dr. William Spitler
5. Carolyn Staszak

- Let the record reflect that an executive session was held with all board members at 6:00 p.m. The purpose of the meeting was to discuss the format for the annual meeting and review other applicable topics.
- Let the record reflect that Anne Guenin called the annual meeting to order at 7:00 p.m. Anne Guenin announced that a quorum was established with 34 attending homeowners and 8 proxy votes.

**Annual Meeting Agenda:**

1. Introduction and Welcome – Anne Guenin introduced all board members and representatives from Woo-Cat Management to community members.
2. State of the Association – Tom Cumpson provided the 2018 State of the Association report: In keeping with our mission: To cultivate and preserve a community homes and a landscape that endures and improves with age, the board working with its partners at WCPM and RPI completed the following projects to date:

- Replaced two trees along Banner Dr that were diseased.
- Added a tree at Playlandia to shade a sitting bench.
- Added five trees on common ground along the walking path between Kelly Dr and Moorgate Rd.
- Added new plantings at front entrance along stone walls.
- Replaced dead shrubs at the towns and carriages.
- Over seeded lawns where need at the T&C and common areas.
- Replaced one tree in the Heath that died.
- Power washed and painted the white fences at both the front and back entrances.
- Installed signs at both entrances asking for slow driving.
- Yet to be completed will be the trimming of trees in the beauty strips as needed.
- In other action, the board met with East Hempfield Twp regarding speeding in the neighborhood. While the TWP will not be able to do any actionable enforcement due to manpower issues, they did agree to do a traffic study to see if the no turn on red can be eliminated at Sylvan and Harrisburg Pk which does cause some enhanced traffic in Veranda. We expect a response early in 2019.

- The board also met with both the TWP and Charter both before and during Charters work to complete the neighborhood. WCPM was in constant contact with Charter expressing any home owner concerns.
- Galen Miller thru diligent work saved the association thousands of dollars by finding the leak that was occurring in one of our ponds and avoiding a costly evaluation by a consulting company.
- Finally, the board working closely with WCPM, has identified those few homes in the neighborhood that the exterior upkeep does not meet the standards stated in the governing documents and goes against our mission statement. We are working with those home owners to rectify and deficiencies.

A. Social Committee Report – Carolyn Staszak introduced attending members of the social committee. Carolyn reviewed social committee former and planned activities and thanked the community for being so receptive to the social committee’s planned events. Carolyn reminded community members that the social committee is always interested in hearing ideas from neighbors about activities they would like to see the social committee host.

B. A&L Committee Report - Dr. William Spitler introduced attending members of the A&L committee. Dr. Spitler thanked his committee members for their dedication to the community and for their service. Dr. Spitler noted that the board of directors felt it necessary to update the roof policy. Several homeowners are changing their roofs and the board needed to make certain the shingle colors match the surrounding homes and that contractors are properly insured.

3. Financial Report – WCPAM representative provided a financial update for the community. The board has been working hard to maintain costs while providing needed services to the community. The board has been successful at renegotiating CD rates in order to earn higher returns on the Association’s investment accounts.

#### 4. Old Business

A. Rental Amendment Update – Anne Guenin announced that the Association has successfully updated the community’s rental policy and secured the 75% homeowner votes needed to make the Amendment change to the governing documents. The Association complied with the governing documents of the Association and recorded the rental policy update with the Lancaster County Recorder of Deeds Office.

#### 5. New Business

A. Charter Homes Report – Galen Miller told community members that the board met with both East Hempfield Township and Charter Homes to discuss Charter Homes completing phase 4 of the community. Galen noted the streets in phase 4 were paved, Charter will be removing the pole at the entrance to the community, and Charter will fulfill all conditions outlined by East Hempfield Township in order to have East Hempfield Township release the bond on file for Charter at the township.

B. Fine Policy Update – Anne Guenin reviewed the updated fine policy with the community. Community members were pleased that the board updated the fine policy and appreciated the board’s commitment to preserving the aesthetic integrity of the Association.

6. Board Member Vote –

A. Board Nominations - Anne Guenin announced that Galen Miller and Lyn Babb Schmid, Ed. D. submitted their intent to run information. Anne Guenin asked if there were nominations from the floor. Since there were no nominations from the floor, nominations were closed. Let the record reflect that Galen Miller and Lyn Babb Schmid, Ed.D were elected to serve as board members.

7. Member Q&A session -

A. Homeowner asked when tree trimming will commence? Tom Cumpson noted that RPI is scheduled to trim trees on November 26, 2018.

B. Homeowner at 1436 Picket asked if all beauty strips were reseeded. The board noted that RPI only re-seeded beauty strips for town and carriage homeowners that needed the service.

C. A few homeowners had questions about certain provisions of the fine policy. Anne Guenin reviewed the language with homeowners and no further questions were asked.

D. Homeowner asked if all streets will get repaved to match phase-4 new paved streets. Galen Miller noted that the township is responsible for all other streets and paving will be at the township's discretion.

8. Adjournment – The meeting adjourned at 8:05 p.m.

**Veranda Neighborhood Association 2018 Official Voting Ballot**

**Directions:** Please vote (by placing a check mark) for up to (2) two candidates to serve on the Association’s Board of Directors. You may also “write-in” a homeowner.

**Candidate(s):**

**Lyn Babb Schmid, Ed.D:** \_\_\_\_\_

**Galen Miller:** \_\_\_\_\_

\_\_\_\_\_ (write-in candidate)

\_\_\_\_\_ (write-in candidate)

**Confidentiality:** Your ballot submission is kept confidential and only the community manager will see your voting ballot. In order for us to keep track of submissions, please provide us with your name and address:

**Resident’s Name (please print):** \_\_\_\_\_

**Resident’s Address:** \_\_\_\_\_

**Certification:** I am a homeowner in good financial standing with the Veranda Neighborhood Association and I am entitled to cast my vote for the homeowner(s) I would like to see represent and manage our neighborhood association.

**Homeowner’s Signature:** \_\_\_\_\_