

Veranda Neighborhood Association
c/o Woo-Cat Management
930 Red Rose Court
Lancaster, PA 17601

**Board of Directors Meeting Minutes
Thursday, August 16, 2018 at 8AM**

Board Members:

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

Item 1: Let the record reflect that Anne Guenin called the meeting to order at 8AM and the agenda was accepted by all board members.

Item 2: Approval of Minutes – July 20, 2018 Meeting Minutes – Let the record reflect that Anne Guenin will edit the July 20, 2018 meeting minutes and circulate via email for an official board approval. Meeting minutes are uploaded to Veranda’s website once the board approves: <http://www.vhoa.info/monthly-meeting-info.html>

Item 3: A&L Committee Report

- A. Storm water drainage on the heath with special attention to 1326 Hammock – A board member met with the homeowner and the board will be updated, if needed, should any issues continue and require board action.
- B. Solar panel policy – A&L Committee will meet to discuss solar panels and whether or not the addition of solar panels would detract from the overall aesthetics and character of the Association. The A&L Committee Chair will keep the board updated.
- C. Pool proposal – The board discussed a homeowner’s request to possibly add a pool to their property. The board directed WCPAM to advise the homeowner concerning the application process and applicable Township and Association policies and procedures.

Item 4: Management Report

- A. Rental Amendment Update – WCPAM will provide the board with a list of all homeowners that have not yet cast their vote regarding the rental amendment update.
- B. Broken Curb Update – The board discussed and will revisit should PennDot not repair. WCPAM will also notify Charter and request that they possibly repair as a courtesy to the Association as a part of their remaining maintenance obligations to the Association.
- C. Charter Homes update – The board asked WCPAM to set a date/time for the board to meet with Charter Homes to discuss transition related matters.
- D. The board discussed several addresses that require landscape and/or maintenance improvements. WCPAM will continue to follow-up with the applicable homeowners.

E. Privet Hedges – The board discussed the privet hedge height of 54’ or below dictated by the governing documents. The board noted that all privet hedges in the community must be 54’ or below OR maintained lower than the homeowner’s front porch floor. No privet hedge may encroach on any sidewalk, roadway, street, or neighboring property.

F. Portable Speed Bumps – The board discussed the possible addition of portable speed bumps in the community. The board has decided to table this discussion.

Item 5: Financial Report

A. Let the record reflect that the board unanimously approved the July 2018 financial package.

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. RPI proposals for tree and shrub work – The board approved RPI’s proposals for tree and shrub work. Homeowners will be notified when RPI sets the Fall schedule.

C. Discuss T/C Trimming Contract Schedule – The board discussed RPI’s landscape contract and reviewed the trimming schedule. WCPAM will request that RPI provide WCPAM and the board with dates and benchmarks so WCPAM is able to alert homeowners. WCPAM will also follow up with RPI concerning pre-approved landscape work and request updates.

Item 7: New Business

A. A&L Approval Process – The board discussed the A&L Committee review and approval process. The board thanks the A&L Committee members for their service to the community.

B. Board Email Communication – Internal board policy discussion.

C. Fine Policy – The board reviewed the Association’s current fine policy. The board wishes to expand the policy to address reoccurring violations and also increase the fine amounts. The board will review any fine policy updates at the Association’s annual meeting.

D. Annual Meeting – There will be two board member seats up for election. The annual meeting is tentatively scheduled for Tuesday, October 30, 2018.

Adjournment – The meeting adjourned at 10:05AM