

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

**Board of Directors Meeting Minutes
Friday, December 21, 2018 at 8:30AM**

Board Members:

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

Item 1: Anne Guenin called the meeting to order at 8:30 a.m. and the agenda was unanimously accepted.

Item 2: Let the record reflect that the November 30, 2018 board meeting minutes were unanimously approved via email and uploaded to the website.

Item 3: A&L Committee Report

- A. 1421 Drake Pool Update – The homeowner provided an update that noted her contractor will no longer need access to the common area by December 26, 2018, weather permitting.
- B. Roof Submission Updates – Dr. Spitler reiterated the policy sent to all homeowners from the October 2018 meeting minutes, there is important roof information that all homeowners should review:

“Board decided that all homeowners must submit an A&L application before commencing any roof replacements. It is in the best interest of the community to have the A&L Committee approve all roof replacement materials to preserve the aesthetic integrity of the community and to protect the Association by having all roofing contractors provide their insurance and workman’s comp policies to the Association.

The original roof shingle is called **Owens Corning Driftwood** -
<https://www.owenscorning.com/roofing/shingles/trudefinition-duration/>:
Homeowners may also use **CertainTeed Landmark Weathered Wood** shingles

Homeowners interested in getting a roof replacement will find the A&L change submission form by visiting: <http://www.vhoa.info/architecturallandscape-change-process.html>”

- C. Hot Tub Submission – The board unanimously approved the hot tub submission.
- D. The board unanimously approved to add “Project Start Date” and “Project End Date” to the A&L application form.

Item 4: Management Report

- A. 2019 coupon books were mailed to all homeowners
- B. Pond bench update – Handyman George Lane stabilized the pond bench. WCPAM is to research replacement composite benches for 7 locations throughout the community.
- C. Communication to homeowners – Tom Cumpson made a motion to email board meeting minutes to all homeowners once they are approved, Dr. Spitler 2nd the motion and the board unanimously approved.

Item 5: Unfinished Business

- A. The board asked WCPAM to have inspector Fiona Miller provide an update on three homes with consistent violations.

Item 6: Financials

- A. The board reviewed and unanimously approved the November 2018 financials.

Item 7: New Business

- A. Photo cell at front of Veranda – Galen Miller will contact Elco Electric to replace the entrance photo cell and reposition.
- B. Anne Guenin made a motion to approve the below slate of officers to serve as the 2019 Veranda executive board, Galen Miller 2nd and the 2019 slate of officers was unanimously approved:
President- Tom Cumpson
Vice President - Carolyn Staszak
Secretary – Dr. Lynn Schmid
Treasurer – Galen Miller
A&L Chairman - Dr. William Spitler
- C. Galen Miller thanked Anne Guenin for Anne’s exceptional leadership as president of the Association. The entire board echoed Mr. Miller’s sentiments.
- D. The board directed WCPAM to send a letter to a homeowner regarding the homeowner’s feeding of feral cats within the community.

Adjournment – The meeting adjourned at 9:35 a.m.