

**Board of Directors Meeting Minutes  
Friday, August 21, 2020 at 8:30AM**

**Board Members:**

Tom Cumpson, Carolyn Staszak, Galen Miller, Dr. William Spitler, Dr. Lyn Schmid

**Item 1: The meeting was called to order at 8:30AM.**

**Item 2: The board reviewed and unanimously approved the July 2020 meeting minutes via email.**

**Item 3: A&L Committee Report/Social Committee Report**

A. Dr. Spitler will provide updates –

- 1425 Banner: screen in existing pergola - Approved
- 1318 Hammock: replace patio landscaping with rocks – Approved
- 1441 Grassy Way: shutters – Approved
- 1418 Hammock Way – Board feels the application is incomplete. Board needs to be provided with a plot plan, actual concrete color sample, and specific type of bush/tree plantings.

B. Unauthorized project statuses:

- WCPAM gave updates on several properties that are not in compliance with the A&L process. The board directed WCPAM to alert homeowners with planting boxes to submit an A&L application.
- The board directed WCPAM to follow up with two homeowners that changed their front doors without going through the A&L process. WCPAM is to notify the homeowners that they must remove their front doors because they do not comply with the aesthetic standards of the community and the front doors must be replaced with an A&L approved door.
- WCPAM is to notify a homeowner that their front door has been approved but their light fixtures are denied due to not complying with the aesthetics of the community.
- WCPAM is to notify a homeowner that erected a flag pole without A&L approval that the homeowner must submit an A&L application.
- WCPAM is to notify a homeowner that the homeowner must remove their French door appliques and the homeowner must submit an A&L application for their front door.

C. Carolyn Staszak will provide updates –

- Private party on the Green request was denied.
- The social committee is in the process of planning a community Fall gathering.

**Item 4: Management Report**

- A. Overall Condition of Property Issue Update – The board noted that the property owner has made improvements and directed WCPAM to work with the homeowner to finalize the property clean-up.
- B. Plumbing Vehicle Update – WCPAM notified the landlord that their tenant may not have a commercial vehicle in the community.
- C. Spring Inspection Updates – WCPAM reviewed the follow-up inspection with the board. The board directed WCPAM to implement the fine policy for non-compliant homeowners that did not respond.
- D. Heath between HW and Banner and Beauty Strips T/C – WCPAM will ask RPI and Shertzers' to provide bids to rectify the landscape concerns at both of these areas.
- E. WCPAM said the new pond sign should be in soon and WCPAM will have the sign erected.

**Item 5: Unfinished Business**

- A. Holiday Guidelines Committee Update – Tabled.
- B. White Gate Lane Flooding – The board noted that the condition seems to have improved.
- C. Vickery Lane Open Pipe – Township confirmed that the HOA was planned this way and the board wishes to remind parents not to allow their children to play in the storm pipes.
- D. Spotted Lanternflies – WCPAM will email residents information from Penn State.

**Item 6: Financials**

- A. The board reviewed and unanimously approved the July 2020 financial packet.

**Item 7: New Business**

- A. WCPAM reviewed homes that have been fined for non-compliance of the rules and regulations.
- B. Common area bush replacement and RPI proposal for tree on Amberly – Tom Cumpson signed RPI's bid following a unanimous board vote. WCPAM will email the signed bid to RPI.
- C. The area between 1416 Picket Dr and 1420 Picket Dr. will be evaluated by RPI during their walk around with Galen Miller in addition to evaluating possible bush removal and replacements.
- D. The board authorized WCPAM to send a mailing to all homeowners regarding the A&L process.
- E. The dog sign near the Hudson Street walking path needs to be fixed. WCPAM will arrange to have maintenance fix the sign.

Adjournment – The meeting adjourned at 11AM and the next meeting is on Friday, September 25, 2020.