

**Board of Directors Meeting Minutes**  
**Friday, July 17, 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 June 2020 meeting minutes via email. All meeting minutes are on the website:**

<http://www.vhoa.info/monthly-meeting-info.html>

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

- A. Dr. Spitler will provide updates –
  1. 1305 Hammock: A/C unit move approved (contact homeowner)
  2. 1412 Amberly: needs A&L application to document roofing (TEC). WCPAM has contacted homeowner and requested that they complete the change application and submit to WCPAM.
  
- B. Carolyn Staszak will provide updates – none at this time.

**Item 4: Management Report**

- A. Overall Condition of Property Issue Update – The board will continue to monitor the issue but did note the improvements which have been made.
- B. Commercial Vehicle Update – WCPAM has been following the policy regarding violation notifications and fines.
- C. Spring Inspection Updates – Homeowners were notified regarding their violations and have until the end of July to comply before fines commence.
- D. Maintenance Updates (playground cleaning & fence painting) – WCPAM maintenance are in the process of completing these remaining maintenance items.

**Item 5: Unfinished Business**

- A. Holiday Guidelines Committee Update – Tabled.
- B. White Gate Lane Flooding – Township was notified and WCPAM is waiting for updates from the township.
- C. Vickery Lane Open Pipe – The pipe has not changed based upon the original approved plan.

**Item 6: Financials**

- A. The board unanimously approved the June 2020 financial packet.

**Item 7: New Business**

- A. RPI Trimming – Some members of the board had questions about the trimming length and workmanship. Galen Miller will address this issue and another concern regarding appropriate worker supervision with RPI.

- B. (Address removed for confidentiality) – Needs to clean up their lawn and other areas of their home. WCPAM will continue to follow-up with the offending homeowner.
- C. Accident – The board is concerned about the speeding throughout the community. The board is concerned about children playing in the street and requests that parents remain vigilant while their children are playing outside.
- D. Stop Signs – The board asked WCPAM to ask the township to fix all of the leaning stop signs throughout the community.
- E. Homeowner Change Violation Issue – The board discussed an incident that was brought to the attention of the board.
- F. New Pond Signs – The board would like to look into the inclusion of updated “No Trespassing” signs around the pond area. WCPAM will send information to the board.
- G. House Numbers – The board reminds homeowners not to add “sticker address numbers” on their front doors.
- H. WCPAM Management Contract 2021 – The board would like to extend WCPAM’s contract and asked WCPAM to submit a bid for consideration.
- I. Beauty Strip Repairs in Towns & Carriages – WCPAM will request a bid from Shertzers’ Landscaping and RPI.
- J. Chronic Homeowner Violation(s) – WCPAM was directed to follow-up on a chronic homeowner violation situation.

Adjournment – The meeting adjourned at 10:01AM.