

**Board of Directors Meeting Minutes  
Friday, June 19, 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 May 2020 meeting minutes via email.**

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

A. Dr. Spitler will provide updates –

Veranda May- June A&L Applications that were

**APPROVED**

1278 Banner	garden project
1464 Drake	flagpole
1414 Picket	shrubs/pavers
1302 Banner	pool
1441 Drake	steps/handrail
1464 Drake	hot tub
1436 Picket	storm door
1441 Grassy	Bermuda shutters
1424 Banner	in-law addition
1437 Drake	upgrade yard
1318 Banner	fireplace/egress
1305 Veranda	raised bed
1401 Drake	flagpole

**B. Review of A&L Process** – Dr. Spitler reviewed the current A&L process and procedures were updated and agreed upon to make sure the process stays streamlined.

C. Carolyn Staszak will provide updates:

1. The social committee will be hosting the bike parade on July 4<sup>th</sup>.

**Item 4: Management Report**

A. Overall Condition of Property Issue Update– Most concerns will be rectified on 6/20/2020.

B. Commercial Vehicle Update – WCPAM will follow-up with homeowners that are parking commercial vehicles within the community.

C. Spring Inspection Results – The board approved the spring inspection results and WCPAM will notify applicable homeowners that need to bring their homes

into compliance. All homeowners will have until July 31<sup>st</sup> to complete any necessary repairs and/or maintenance clean-up needs.

D. Playground Update (cleaning, mulch treatment, and re-opening) – Playground equipment will be cleaned on 6/20/2020 and there will be one-more playground mulch treatment this year. Playground is open per parent discretion.

**Item 5: Unfinished Business**

A. Holiday Guidelines Committee Update – Tabled.

B. Yard Signs – Residents are reminded to remove ALL yard signs from their yards. Graduate yard signs must also be removed.

C. White Fence Rear Entrance -paint peeling – Maintenance will complete on 6/20/2020.

D. Wooden Planters on Banner and HW- WCPAM will follow up with any applicable homeowners.

E. White Gate Lane Flooding – WCPAM was asked to have maintenance personnel determine if they can clean up inside of the township’s grates.

F. Vickery Lane Open Pipe – WCPAM contacted the township to determine ownership. Waiting to hear back from the township.

G. Wood Piles – Noted on inspection violation reports that will be sent to homeowners.

H. Stop Sign on Middle Street & Hammock Way - Maintenance will complete on 6/20/2020.

I. Power-Washing Stone Walls at Entrance - Maintenance will complete on 6/20/2020.

**Item 6: Financials**

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

**Item 7: New Business**

A. Trees at Towns and Carriages – Galen Miller will ask RPI to submit a bid to WCPAM for tree trimming.

B. Missing Tree Drake Lane Walking Path – The board decided against replacing all removed trees as the aesthetics and soil composition will not allow for growth of healthy trees that are in-line with the original design of the community.

C. RPI Proposal for Landscape Renovation/1449 Hammock Alleyway – The board rejected this proposal and Galen Miller will request a new proposal that better represents the overall aesthetics of the community.

Adjournment – The meeting adjourned at 10:25AM.