

Veranda Board of Directors Meeting Minutes
Friday, June 16, 2023, at 9:00am via Zoom

Board Members: Tom Cumpson, Galen Miller, Dr. William Spitler, Dr. Lyn Schmid, Jennica Brodeur

Item 1: Tom Cumpson called the meeting to order at 9:00am.

Item 2: The board unanimously approved the May 2023 meeting minutes via email, and they were emailed out to the community.

Item 3: A&L Committee Report/Social Committee

A. Dr. Spitler provided the following A&L updates:

- I. 1413 Hammock: extensive outdoor living space approved
- II. 1294 Banner: add three trees to back yard approved.
- III. 1442 Drake: modification of drainage in back yard approved.
- IV. 1416 Picket: handrail requested. Homeowner asked to use style at mailboxes. The board discussed the specifics for handrails (especially where there are steps). WCPAM provided the homeowner with the handrail the committee approved. However, WCPAM will ask their handrail vendor for a handrail prototype, more conducive to serving areas with steps.
- V. 1313 Veranda Way: hedge requested again in water management setback area. The board directed WCPAM to request documentation from the homeowner to support their removal of the original bushes and trees (the board has no approvals on record for these removals).

B. Jennica Brodeur provided the following social committee updates:

2023 Remaining Neighborhood Events Timeline

- 7/4 11AM-12PM – July 4th Bike Parade
- 7/20 5-7PM – Food Truck Night (*Dough Head Waffles*) & Pickup Kickball
- 8/17 5-7PM – Food Truck Night (*Gourmet Julie's Way*) & Pickup Kickball
- 8/19 8PM – Family Movie Night on the Green (*Rain Date: 8/26 8PM*)
- 9/15 6-8PM – Veranda's Annual Wine & Cheese Night (*Rain Date: 9/22 6-8PM*)
- 10/21 1-4PM – Veranda's Annual Fall Fest (*Rain Date: 10/28 1-4PM*)
- 11/1 – First Day to Sign up for 'Buy Ahead' NYE Luminary Kits
- 11/23 – Veranda's Annual Turkey Trot - *Organized by Alyssa Quill*
- 11/30 – Last Day to Sign up for 'Buy Ahead' NYE Luminary Kits
- 12/10-12/16 – 'Buy Ahead' NYE Luminary Kit Deliveries
- 12/15 6-7PM – Christmas Caroling in Veranda (*Rain Date: 12/16 6-7PM*)
- 12/17 – Santa on the Porch
- 12/31 5PM – New Year's Eve Luminaries (*Rain Date: 1/1 5PM*)

Item 4: Unfinished Business

- A. Commemorative Tree/bench – Lyn has been working with the homeowner. The homeowner wants memorial writing on the slats of the bench. The homeowner will follow up with Lyn when she returns from vacation.
- B. (Address Removed) – Jen will contact the homeowner and ask the homeowner to contact WCPAM to discuss the A&L change process.
- C. Inspection Follow Up – WCPAM will reinspect to make sure all homes with violations are now in compliance.
- D. Fine protocol update – The board directed WCPAM to follow the fine policy for homeowners who are not in compliance with the governing documents and who have made no efforts towards compliance.
- E. Watering of newly planted trees – The board is asking for homeowners to help water the new plantings around Mailbox Kiosks #1, 2, and 4, and to help to deep water the newly planted trees in their beauty strips.
- F. Dry pond corrections – WCPAM contacted Charity Burkhart with East Hempfield TWP to ask if they are inspecting the work recently completed by Charter Homes.
- G. 1440 Drake rear fence. Newly planted shrubs on corner need to be watered.
- H. Uneven sidewalk at the corner of Hammock and Vickery has not been finished and a sidewalk on the East side of Veranda Way also needs work. WCPAM to contact the sidewalk vendor and ask him to call Galen for any clarification questions.

Item 5: Financials

- A. The board approved the January 2023 - May 2023 financial packet. May 2023 Ending Balances: Checking - \$35,599.88 and Savings \$65,709.27. WCPAM and Galen Miller will connect before the next board meeting to meet at Truist Bank to discuss the Veranda CD accounts currently held with their bank.

Item 6: New Business

- A. A board member followed up with EHT regarding a reckless driver within the community.
- B. Miller Pipeline doing repairs for UGI with unsightly patches to sidewalks.
- C. The board discussed a trimming request.
- D. As a reminder to homeowners, trailers cannot be within the community overnight.
- E. Next scheduled meeting date: Friday, July 21, 2023, at 9:00am via Zoom.

Adjournment – 11:03am

Veranda Neighborhood Association Policy Resolution

Schedule of Fines

LET IT BE RESOLVED THAT the following Schedule of Fines will be followed:

The Board of Directors is authorized to enforce compliance with the Governing Documents of the Association by assessing monetary penalties against homeowners who are in violation. These rules are designed to ensure aesthetic consistency in the neighborhood as a prerequisite to keeping property values high. In addition, this policy addresses administrative penalties for delinquent Association dues and returned check fees.

FINES FOR SPECIFIC A&L VIOLATIONS:

Architectural and Landscape Review Violations: architectural or landscape changes started without VNA approval OR architectural or landscape changes that detract from the A&L submission's approval guidelines:

- a. First offence: Notice with 30 days to correct the issue to the Board's satisfaction.
- b. Non-compliance after 30 days will result in a \$25 per day fine until the homeowner and Association resolve the issue.

PARKING VIOLATIONS:

No parking in the Alleys. No part of a vehicle may encroach into the alley.

- a. First offence: Written warning of the offense.
- b. Should the homeowner fail to move their vehicle or continue to park in the Association owned alleyways, the Association reserves the right to have the vehicle towed without notice at the homeowner's expense. The Association has contracted with Wayne's Towing to enforce parking standards within the Association.

INFRACTIONS OF THE GOVERNING DOCUMENTS, INCLUDING BUT NOT LIMITED TO:

- a. Holiday decoration violations; remove holiday specific decorations after 45 days of the holiday.
- b. Non-compliant signage; no signs other than address, owner identification, brokerage firm sales or lease signs. For-Sale or For-Rent by Owner signs must be pre-approved by the Association before being erected. No sign may encroach on common ground.
- c. Trash can violations; no open containers, containers out of sight except 24 hours before collection.
- d. Landscape encroachment or landscape maintenance issues.
- e. Exterior maintenance of any structure on the property that a reasonable person would determine is not being properly maintained in accordance with the

Association's rules and regulations, neighborhood aesthetics, and surrounding homeowner(s) have expressed concerns.

\$25 Fine per occurrence. Fine assessed after first notice of violation. Additional fines may be assessed up to \$25.00 per day until the violation is corrected.

ADMINISTRATIVE FINES:

- a. Late Fees - \$25 late charge for any monthly fee not paid by the 30th day of the month.
- b. Returned check fees - \$35 for any payment returned for non-sufficient funds.

APPEAL PROCESS:

- a. Any owner receiving a fine who believes no violation occurred may submit a written explanation to the Board of Directors. The Board will review the Appeal and will decide regarding the violation in question. The Board will notify the Homeowner of their decision within 31 days of receipt of the Appeal.
- b. Should the Board rule for the homeowner, written notification will be provided to the Homeowner, and all fines and fees previously paid for this violation will be refunded to the Homeowner.
- c. Should the Board rule against the homeowner, written notification will be provided to the Homeowner and the assessment of fines will resume as of the date of the notification. The fines will continue to be assessed until the violation is remedied.