

Veranda Board of Directors Meeting Minutes
Tuesday, October 24, 2023, at 5:30pm
St. Edwards Episcopal Church - 2453 Harrisburg Pike Lancaster Pa 17601

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

Item 1: Tom Cumpson called the meeting to order at 5:30pm.

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

Item 3: A&L Committee Report/Social Committee

- A. Dr. Spitler noted that he will review the Holiday Decorations policy during the annual meeting.
- B. Jennica Brodeur reviewed the remaining social committee events for 2023 and explained that event planning is underway for 2024.

Item 4: Unfinished Business

- A. (Address Removed) - Tree replacement – The board discussed a tree replacement utility concern.
- B. (Address Removed) – The board discussed a homeowner request to replace a street tree that leans. The homeowner is welcome to contract with RPI for a tree removal and replacement, but the homeowner is responsible for the cost.

Item 5: Financials

- A. The board approved the September 2023 financial packet. September 2023 Ending Balances: Checking - \$36,177.73, Savings \$70,303.30, and CD \$273,900.39

Item 6: New Business

- A. Picket Alley – Homeowner asked if the board could install a stop sign and a paint crosswalk in an area the homeowner feels both are needed. The board agreed and directed WCPAM to schedule the work.
- B. GAGA PIT – A homeowner requested the board investigate installing a GAGA PIT on the Middle Green. The board noted various reasons why this may not be feasible and said they would discuss this suggestion with the community during the annual meeting.
- C. Annual Meeting – The board reviewed the annual meeting agenda.

Next Meeting: TBD

Adjournment – 6:30pm

Veranda Towns & Carriages				
	9/1/2023 - 9/30/2023		1/1/2023 - 12/31/2023	
Account	Actual	Budget	Actual	Budget
Income				
Association Fee Income	\$3580.00	\$0.00	\$38191.00	\$0.00
Association Fee Income: TC	\$6555.00	\$11100.00	\$63485.00	\$133200.00
Convenience Fee	\$26.46	\$0.00	\$82.29	\$0.00
Late Fee Income	\$0.00	\$41.67	\$0.00	\$500.00
Other Income	\$0.00	\$0.00	\$100.00	\$0.00
Total for Income	\$10161.46	\$11141.67	\$101858.29	\$133700.00
Expense				
Association Fees	\$3580.00	\$4200.00	\$35401.00	\$50400.00
Veranda T&C General Landscaping	\$0.00	\$5729.00	\$53339.40	\$68748.00
Veranda T&C Landscape Replacement	\$0.00	\$0.00	\$4005.87	\$1552.00
Veranda T&C Snow Removal	\$0.00	\$0.00	\$341.96	\$13000.00
Total for Expense	\$3580.00	\$9929.00	\$93088.23	\$133700.00
Net Operating Income	\$6581.46	\$1212.67	\$8770.06	\$0.00

Veranda Common Area				
	9/1/2023 - 9/30/2023		1/1/2023 - 12/31/2023	
Account	Actual	Budget	Actual	Budget
Income				
Association Fee Income	\$8154.00	\$13370.00	\$86351.50	\$160440.00
Association Fee Income: TC	\$3580.00	\$0.00	\$35516.00	\$0.00
BANK INTEREST	\$0.58	\$0.00	\$8.89	\$0.00
Convenience Fee	\$24.21	\$0.00	\$113.76	\$0.00
Late Fee Income	\$0.00	\$58.33	\$0.00	\$700.00
Other Income	\$0.00	\$0.00	\$2785.05	\$0.00
Total for Income	\$11758.79	\$13428.33	\$124775.20	\$161140.00
Expense				
Capital Reserve Transfer	\$1337.00	\$1337.00	\$12033.00	\$16044.00
Social Committee	\$0.00	\$83.33	\$0.00	\$1000.00
Veranda "Common" Accounting	\$31.00	\$100.00	\$1521.54	\$1200.00
Veranda "Common" Electric	\$1591.91	\$1300.00	\$14660.74	\$15600.00
Veranda "Common" General Maint.	\$2927.20	\$244.58	\$9580.88	\$2935.00
Veranda "Common" Insurance	\$0.00	\$0.00	\$4777.00	\$5161.00
Veranda "Common" Landscaping	\$180.12	\$5833.33	\$61866.98	\$70000.00
Veranda "Common" Management Fees	\$2291.67	\$2416.67	\$20656.03	\$29000.00
Veranda "Common" Pond Maint.	\$923.51	\$600.00	\$3347.51	\$3000.00
Veranda "Common" Postage	\$0.00	\$41.67	\$0.00	\$500.00
Veranda "Common" Snow Removal	\$0.00	\$0.00	\$0.00	\$12000.00
Veranda "Common" Sprinkler System	\$0.00	\$0.00	\$2926.90	\$2200.00
Veranda "Common" Water	\$2961.09	\$250.00	\$4469.65	\$2500.00
Total for Expense	\$12243.50	\$12206.58	\$135840.23	\$161140.00
Net Operating Income	-\$484.71	\$1221.75	-\$11065.03	\$0.00

Veranda Annual Homeowner Meeting Minutes
Tuesday, October 24, 2023, at 7:00pm
St. Edwards Episcopal Church - 2453 Harrisburg Pike Lancaster Pa 17601

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

*WCPAM established the quorum and the meeting commenced.

Item 1: Introduction and Welcome: President Cumpson called the meeting to order and introduced all board members.

Item 2: State of the Association:

A. 2023 Accomplishments – President Tom Cumpson provided the following State of the Association:

“We are in a great place and fortunate to live in Veranda. You are doing an excellent job of maintaining your property; utilizing the A&L process; recognizing we have rules and regulations and following them; and you have supported the great job being done by the social committee to create a welcoming/participative environment. Thank you. Collectively you are continuing to make Veranda a great place to live as well as a desirable community to move into.

The board would like to thank the volunteer members of the A&L committee and the social committee for their fine work in 2023.

The board would also like to thank our great partners at Woo - Cat Martin for their help and support in making Veranda a great place to live.

The board would also like to thank the HO who may have received friendly reminders throughout 2023 regarding violations of the governing documents for acknowledgment and immediate response to correct the issue. While each of us signed a document at closing accepting and agreeing to be bound by the governing documents it is doubtful many of us took the time to read through them so occasionally unintentional violations occur. We appreciate your understanding and thank you for responding.

2023 Accomplishments

1. All fences at both entrances were painted.
2. All fireplugs were painted.
3. Working in conjunction with a homeowner who placed a commemorative bench, we replaced and upgraded the two other benches at the playground.

4. We negotiated a new two-year contract with RPI for maintenance and snow removal. They are a valued partner in keeping Veranda beautiful.

Yet to be done in 2023:

1. Plant and shrub replacement at the front entrance and the town and carriages will take place in early November.
2. Repair and maintenance work will be done on the stone walls at both entrances to Veranda.
3. Some sidewalk grinding will be completed.
4. There will be some tree replacement throughout the community as needed.

B. 2023 Financial Report – Galen Miller and WCPAM reviewed the 2023 financial reports and homeowners were provided with Budget vs. Actual reports. September 2023 Ending Balances: Checking - \$36,177.73, Savings \$70,303.30, and CD \$273,900.39

Item 3: Old Business/Committee Reports:

A. Social Committee Updates - Jennica Brodeur reviewed the remaining 2023 social committee events and noted the social committee is always looking for volunteers and event ideas!

2023 Remaining Neighborhood Events Timeline

- 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*)

B. A&L Committee Updates – Dr. Spitler provided an A&L update and reminded homeowners to submit A&L requests prior to commencing exterior work.

C. Seasonal and Holiday Decoration Reminders – Dr. Spitler reviewed the Association’s seasonal and holiday decorations policy with the community that was first approved on 10/23/2020:

Seasonal and Holiday Decoration Rules

At a regularly scheduled meeting (10/23/2020) of the Veranda executive board, the executive board in consideration of a committee's draft of the Seasonal and Holiday Decoration Rules policy, approves the policy as outlined below. Motioned by Lyn Schmid, seconded by Galen Miller and unanimously approved. The policy will immediately go into effect.

Flags:

- *Display of the American flag is encouraged in accordance with established flag etiquette
- *Historical, service, international, state, school, team, seasonal, and holiday flags are permitted
- *Commercial and political flags (regardless of size, shape, or material) are NOT permitted
- *One freestanding flagpole and two flag mounts are allowed
- *A maximum of two approved large flags may be displayed simultaneously
- *Small, approved yard flags are permitted
- *Approved bunting and banners are permitted

Decorations:

- *Any portion of the home and yard, except for the roof, may be decorated
- *Seasonal decor may only remain for a maximum of three months
- *Holiday decor is allowed for up to 30 days before and after the given holiday

Permitted decorations:

Plaques, welcome signs, and the like on doors and porches

Planters and pots

Real or artificial greenery

Clear and multicolor lights on homes and in yards

Window candles

Approved yard flags

Prohibited:

Rooftop decoration

Inflatables

Projected images

Outdoor audio

Objects over 5' tall

Objects in beauty strip

Yard signs

Item 4: New Business: Treasurer Galen Miller & WCPAM

- A. 2024 Budget Presentation – Treasurer Galen Miller and WCPAM reviewed the 2024 budgets with the community. For 2024, Veranda singles' dues are \$75.00 per month and Veranda Towns/Carriages are \$195.00 per month.

Board Election – The community voted, and Dr. William Spitler and Brad Shulenberger were elected to serve on the board. The board thanked Jennica Brodeur for her tremendous service on the board and shared that while they are sad to see Jennica not run for the board again, they were grateful she will continue to serve as the social committee chair.

Item 5: Member Q&A session

- A. A homeowner asked why a homeowner who previously ran for the board (and was not elected by the community), was not chosen to serve on the board when there was a vacancy. The board noted the governing documents give the board the authority to appoint when there is a vacancy, and the board selected another resident to serve.
- B. A homeowner commented that a Gaga Pitt would be a nice community addition. The board explained there are insurance and placement concerns that make adding new amenities difficult.
- C. A homeowner asked about violation enforcement. The board explained that they are required to fairly enforce the governing documents and stressed to homeowners that if they see a violation, to report it to WCPAM.
- D. A homeowner submitted a question to the board regarding the installation of a crosswalk and a stop sign. The board agreed with the homeowner and will have both erected.

Adjournment – 8:07pm