

NEWTOWN GRANT MASTER ASSOCIATION

October 25, 2023

MEETING MINUTES

The meeting was held in the conference room and called to order at 7:00 PM by Bob Shaw. In attendance were Bob Shaw, Bill McManimon, Rich Selah, Yan Sadler and Gary Meltzer. Also in attendance was First Service Residential Community Manager Rob DeGeorge, residents Robert Pollet of 221 Sequoia Drive, James Hufnagel of 101 Broadleaf Place and Sharon Collins of 2 Spruce Court.

Open Session:

Robert Pollet: First he wanted to take the board as when he was on the board as the former President of Heather Wood I, he thought the Pickleball Courts were a bad idea but stands corrected as the courts not only turned out beautiful, but the usage was more than what he ever expected. He also congratulated the pool on the new salt chlorine generating system for the outdoor pool. He wanted to bring to the boards attention to the amount of pollution that gas generated leaf backpack blowers contribute. He asked the board to bring this to Pablo's attention in hopes that Lopez Landscaping will bring to transition from gas powered blowers to electric blowers.

James Hufnagel and Sharon Collins: James Hufnagel and Sharon Collins wanted to thank the board for the new pickleball courts. James mentioned that he's the resident who has been coordinating Pickleball 101 on Wednesday evenings to which they have had all three courts being used. Both James and Sharon expressed to the board the need to install windscreens for the pickleball courts. Given how open the location is, there are times where the wind kicks up to which the ball will move all over the place. The screens will not only cut down the wind, but will also assist in reducing some of the pickleball play sound as well.

August 23rd and September 27th Board Meeting Minutes: Both prior meeting minutes were tabled as we could not establish voting quorum. Rob will attempt to get minutes approved via email with the board members who were present at each of the meetings.

Financials: Bill reviewed with the board the September 2023 financials. Rob and Bill mentioned that the Reserve ADM CD is actually a money market account and not a CD account. Board asked Rob to follow up to determine who and when this account was setup as neither Bill nor Bob had any recollection of this account. Bob also asked what the prior year \$500.00 adjust meant on the balance sheet. Rob and Bill discussed splitting up the Capital and Reserve Account money and GL's instead of having everything comingled as it currently is. Rob will follow up with Christian to do so plus he'll ask why the Capital Expense and Reserve Expense Balances have not been adjusted. Rob also mentioned that there is some reclassifying that needs to be done as well. Overall the September 2023 financials looked good. Bill is projecting about a \$15,000 end of year surplus if the numbers hold the course. Financials were not voted on or approved at this time.

2024 Master Board Budget: Bill and Rob present the 2024 master board budget. Budget is to reflect an increase of \$1.00 per unit per month or \$3.00 per unit per quarter. Rich made a motion to approve the budget, Bill seconded it, motion approved 5-0

Proposals:

Kurt's Courts Windscreens Proposal: A follow up discussion was held regarding the purchase of windscreens for the Pickleball Court. Rob received a verbal price proposal of \$3,035 from Kurt's Courts for the screens. Rob mentioned that if the board approves the screens, he'll have Kurt send him a hard proposal for Larry to sign. Rob advised that any windscreen approval now will still result with installation occurring spring 2024. Gary asked to receive a separate seasonal price to put up and take down the screens on a yearly basis to which Rob do. Yan made a motion to approve the proposal from Kurt's Court, Gary seconded it, motion approved 5-0.

Outdoor Pool Deck Concrete Replacement Work: Rob presented the price quotes again regarding the outdoor pool deck concrete replacement work that needs to be done. Rob sent a video out to the board of the demonstration work that CSC Asphalt recently did regarding epoxy. Rob advised that it's too late in the season to do the deck work and as a result, this work will need to be rescheduled spring 2024. Rich made a motion to accept the proposed concrete deck replacement work per CSC Asphalt, Yan seconded it, motion approved 5-0.

Miceport Newsletter Contract Proposal: Rob presented to the board a newly revised three year contract with Miceport regarding management of the associations newsletter and website. Per the revised contract, his payment schedule will remain monthly and not quarterly. Bill made a motion to approve the contract, Rich seconded it, motion pass 4-1 (Gary).

2024 Lopez Landscaping Softball Field Seasonal Maintenance: Rob reviewed with the board the proposal of \$100.00 every two weeks from Lopez Landscaping to drag the softball field during league season play. Bill made a motion to approve, Rich seconded it, motion approved 5-0.

Carroll Engineering RFP: The board decided to table the discussion of the Carroll Engineering RFP until November when Board President Larry Schorr is available and can comment on it.

Don Kaiser Game Room and Banquet Room Repaint Proposal: Rob presented to the board a total cost of \$4,835 to repaint both the game room and banquet room in the clubhouse. Painting to be coordinated between Thanksgiving and Christmas of 2023. Bill made a motion, Gary seconded it, motion approved 5-0.

Management Report:

- Junipers successfully removed on South Drive by Recreation Basin. Area was soil and reseeded.
- Soil and Seeded around perimeter of Pickleball Courts.
- New Mulch for Playground.
- Monster Tree completed the installation of three (3) new Easter Red Bud Trees between the Tennis and Basketball Courts.
- Monster Tree completed associated tree lifting and trimming in recreation area.
- Service First completed HVAC Preventative Maintenance on Clubhouse Units. Everything reported in good working condition.
- Clubhouse will open at 7:00am on Tuesday, November 7th for Election Day.
- Saturday, April 20th, 2024 Shredding Event Sponsored by Elise Bernstein and Sandy Hyman at Re/Max Properties.

Old Business:

None

New Business:

-Bob asked Rob to get a painting book from Don Kaiser. He suggested the possibility of doing an accent wall in the banquet room where the fireplace is. Bob also asked Rob to look into fixing the banquet room entrance door as it's not ADA compliant.

-Gary asked Rob to find a chair guy to meet with the board regarding some chair options for the banquet room. Rich mentioned that he'll send Rob the padded folding chairs that they use over at the church as another option. Gary also asked Rob to reach out to a window treatment company to get new prices to replace the current blinds in the banquet room.

Rich made a motion to adjourn the meeting at 9:25pm. Yan seconded the motion.
The next meeting is tentatively scheduled for Wednesday, November 29th at 7:00pm.

Minutes submitted by Rob DeGeorge, First Service Residential

Accepted By: _____, Secretary _____ Date _____