

NEWTOWN GRANT MASTER ASSOCIATION

April 22<sup>nd</sup>, 2026

MEETING MINUTES

The executive meeting was called to order at 7:00pm by Larry Schorr. In attendance were Larry Schorr, Bob Shaw, Elise Bernstein, Brad Bernstein, Gary Meltzer, Paul Sabol and Peggy White. Also in attendance was First Service Residential Community Manager Rob DeGeorge.

**March 25<sup>th</sup> Meeting Minutes:** Brad made a motion to accept the March 25<sup>th</sup> Board Meeting Minutes Paul seconded the motion, minutes accepted and approved 6-0-1 (Peggy).

**March Financials:** Rob reviewed the March financials with the board due to Bill's absence. March produced a monthly positive variance of \$12,575 with a year-to-date positive variance of \$3,438. March saw some course corrections mainly due to a monthly line-item snow budget surplus of \$5,525. Rob advised the board that starting in April, we will see a substantial increase in monthly expenditures with landscaping and pool management season in full swing. Brad made a motion to accept the financials, Bob seconded the motion, financials approved and motion accepted 7-0.

**Newtown Grant Insurance Renewal Proposal:** Rob recommended for the board to approve the 2026-2027 master association insurance renewal Erie Insurance and Pennsylvania Manufacturers. The new insurance policy will see an increase of \$1,111.00 to a total of \$14,350. Since the association already has budgeted \$16,000 for insurance, the association may not need to increase the insurance GL for the 2027 budget fiscal year. Elise made a motion to accept the insurance renewal proposal, Brad seconded the motion, 2026-2027 insurance renewal proposal accepted 7-0.

**Proposals:**

**Newtown Grant Master Leasing Fee:** Rob shared with the board the associated time and expenses involved regarding rental turnover. Between Rob and staff, it takes about one hour to perform associated administrative tasks to remove the former tenant, deactivate all associated key cards, input new tenants into the database, upload associated lease agreement and program new key cards for said tenants. Estimated cost for services is around \$200.00. Brad made a motion pending legal counsel approval; to institute a new \$200.00 leasing fee, Gary seconded the motion, new proposed \$200.00 tenant leasing fee pending legal counsels feed accepted and approved 7-0.

**Management Report**

- a. Lopez Landscaping Spring Cleanup & Mulch Completed
- b. Concrete Outdoor Pool and South Drive Sidewalk Slab Replacement Project Update
- c. Shades of Green South Tree Installation Project Update
- d. Genesis Clubhouse Trash Enclosure Project Update



- g. Tenant Leasing Chart
- h. Newtown Grant Master Monthly Cluster Inspections
- i. Outdoor Pool Pumproom Cracked Fill-Line Pipe
- j. Homeowner Recommendation Request to Install Lights at Basketball and Tennis Courts
- k. 2026 Newtown Grant Softball League Season Underway

l. Newtown Grant Spring Fling Easter Egg Hunt on Saturday, March 28th from 1:00-3:00pm (215 people in attendance).

m. Newtown Grant Free Shredding Event Saturday, April 18th from 10:00am-12:00pm

n. Spring Into Summer American Red Cross Blood Drive, Thursday, May 18th from 2:00-7:00pm

o. Outdoor Pool Memorial Day Weekend Opening starting Saturday, May 23rd and weekends until Thursday, June 18th.

**Contracts:**

a. KLM Commercial Cleaning – December 2027

b. Fox Pool Management – December 2027

c. Lopez Landscaping (Snow & Landscaping) – December 2028

**Old Business:**

-None

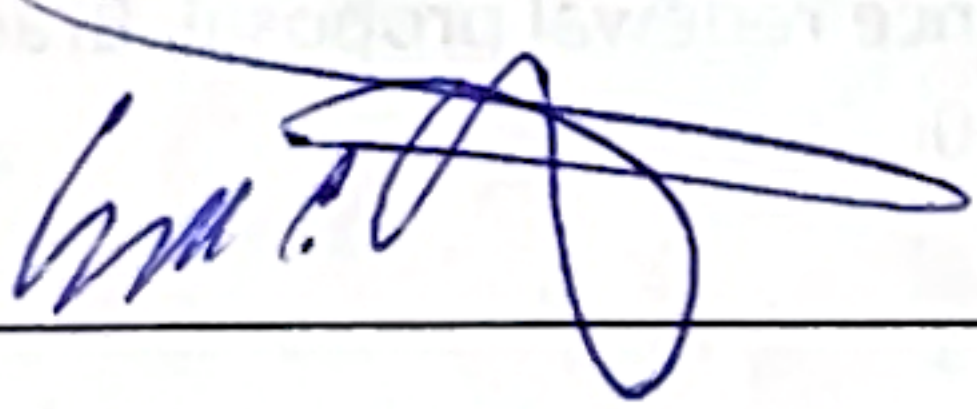
**New Business:**

-None

Brad made a motion to adjourn the meeting at 9:00pm. Paul seconded the motion.

The next meeting is scheduled for Wednesday, May 24<sup>th</sup> at 7:00pm.

Minutes submitted by Rob DeGeorge, First Service Residential

Accepted By: , Secretary 5/27/2028 Date