

Newtown Grant Master Homer Owners Association  
Board of Directors Meeting Minutes  
June 17, 2020

**Members in attendance:**

Bill McManimon; President  
Bob Shaw – Willow Creek/Eagle Trace  
Gary Meltzer – Estates IV  
Tobi Forman – Raven's View I  
Jim Holwood – Heather Wood I  
Scott Miller – Society Place  
Chuck Wimmersberg - Eagle Point  
Rich Selah – Fawn Hallow  
Yan Sandler – Quail Creek  
Natalie Fries; Community Manager, FirstService Residential  
George Slifer; Rec Manager

The meeting was called to order at 7:04pm. The meeting was held via Zoom.

**Approval of the Meeting Minutes** – Motion to approve the minutes from May 20, 2020 made by J. Holwood. Seconded by B. McManimon. Motion passes. All in favor.

**Management Report** - Natalie discussed the May/June management report provided to all Board Members via email with attachments. Natalie reviewed the weekly email update from 6/12/2020.

**Financial Report** - Review of the financials as of 5/30/2020. A meeting will be set up with Miceport to review income and expenses for the newsletter, website and marketing. Management will review the income and expense reports with the accounting department and provide recommendations to stay within the approved budget to be discussed at the next meeting in July. The Annual Income budgeted for 2020 will not be received as budgeted due to the Covid Pandemic.

Discussion was held on the AR report regarding assessment payments due from CMP (Continental Property Management). Management advised the board that the payments are paid quarterly, not monthly. Natalie will review with the accounting department accordingly.

*Motion to approve the financials as of 5/30/2020 made by B. McManimon. Seconded by B. Shaw. All in favor. Motion passes.*

**Old Business:**

Management reviewed weekly email reports for 6/12/2020. See weekly email reports on file.

**Softball League:**

The softball league budget has been revised due to Covid. The league intends to play in July, pending restrictions from the township. Management will post revise information on the registration fee when they hear from the League.

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**CH & Pool Opening:**

The pool will open on June 20<sup>th</sup>, pursuant to the BCHD Approval. See Pool Opening Procedure on file.

**Street Cleaning:**

The Township completed the street cleaning on 6/16. There are a few trees along North/South drive that need to be trimmed. Management will identify responsibility of the trees and take action thereafter. An email blast about the tree trimming pursuant to the township ordinance (on file) will be sent to the entire community.

**Common Area Trash Cans:**

Management will order more Dog Waste Only stickers and they will be placed on the trash cans.

**Security Cameras:**

Management is soliciting bids. The bids will be sent to the Board for review.

**Other Business:**

G. Meltzer mentioned the Service First Maintenance HVAC Contract is expired. Management will request renewals.

**Next Meeting:**

The next meeting will be held on July 15, 2020.

**Adjournment** – *Motion to adjourn the meeting at 8:36 pm by B. McManimon. Seconded by G. Meltzer.*

Respectfully submitted,  
Natalie Fries, AMS, CMCA, PCAM  
Community Manager