

**Newtown Grant Master Home Owner's Association
Board of Directors Meeting Minutes
January 18, 2017**

The Master Board Meeting was called to order at 7:07 PM.

A quorum was met with four members present, and one board member acting as a proxy for an absent member. In attendance were:

Bill McManimon	Estates I
Dave Cote	Ravens View I
Bob Shaw	Willow Creek/Eagle Trace
Yan Sandler	Quail Creek
Marianne Fein	FirstService Residential
Chris Dillon	FirstService Residential

Visitor/Public Comments

Two residents from Society Place came looking to talk to someone about a Society Place related issue; they were directed to the Society Place property manager and the first Thursday of the month.

Public Minutes

The board meeting minutes taken at the December 21, 2016 Board Meeting, as well as the November 16, 2016 Board Meeting minutes could not be approved yet because not enough members of the Board who attended those meetings were in attendance this evening for approval.

Financial Report

After looking over the financials, management told the Board that 2016 ended in the positive and that they were under budget for snow removal. A discussion was had about cleaning supplies, recreation expenses, and administrative expenses; the Board also spoke about what to do with a couple CD's set to expire. After this the Board discussed the next major projects (plastering the pool, new outdoor lighting, repaving the walkway, updating all of the restrooms) that are coming up and which takes priority over the other. **Action:** The Board would like management to have footnotes added to the financials explaining what recreation expenses are expected for planned events and any contributions expected to offset those expenses and what entity will be making those contributions. The Board also directed management to transfer the Washington First CD to the Cash Working Capital account on the balance sheet and to cash out the First Federal CD. The acceptance of the financials were motioned, and then seconded, with all present members in favor.

Management Report

Violations

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There has been no response from any representative of Eagles Pointe or Estates IV with regard to the on-going dead tree issues along Eagle Road; management has asked them for a copy of the violation letters they've sent out. **Action:** The Board would now like management to send violation letters directly to the homeowners with the dead trees requesting to have these trees removed or be fined at the Master level (copies will be sent to the Cluster Boards).

Contracts

A discussion was had about the Lorraine Grassi, CPA contract expiring in September of 2017, as well as the Verizon contract that expires in July of 2017. **Action:** The Board would like management to call Verizon earlier than normal to renew, but to see if they can get a better deal than what they currently have.

Old Business

There was a short discussion about the new website and newsletter; management told the Board that they have received very good feedback thus far, and that a request was received for a dog park. **Action:** The Board talked briefly about having a dog park within the community, the pros and cons of the idea, etc.; the discussion was tabled for a future meeting.

A discussion was had about the pool-resurfacing bid from Premier Commercial Aquatics. **Action:** The Board directed management to ask Premier about fixing the handle rails going into the pool and to get quotes for a pipe/leak test before any plaster work is done to the pool; the Board suggested asking Premier if they have anyone they prefer to do this test. The acceptance of bid for Premier Commercial Aquatics to resurface the pool was motioned, seconded, and accepted by the present board members.

The Board discussed Mars Electric's outdoor LED lighting bid. Management just needs a signature from the Board to accept the bid. **Action:** The Board directed Mars to -- do retrofits for the parking lot, with new lights for the pool. The Board tabled the \$700 bid to replace the small light fixtures in the cabana.

New Business

A discussion was had about a possible post card mailing ----- that would remind residents to provide their email addresses for distribution of the new digital newsletter. **Action:** The Board -- discussed alternative ways for management to obtain residents' emails such as a form that would need to be filled out upon getting your pool pass updated and links that will be put on the new website.

The discussion about the 2017 Pool Rules was tabled for a future meeting.

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There was a discussion about new pool furniture. Management provided the Board with inventory of the pool furniture from 2014 to the present and suggested that we purchase new chaise and armchairs, as well as new umbrellas and tables. Action: The Board asked management to get prices for just 48" tables (not 42"), and ask the Southern Company if they will reduce their prices since they are getting more than five tables. The Board decided to purchase 10 new 48" tables, 12 new umbrellas, and 18 of each type of chair.

A short discussion was held about the scheduling issue that occurred for our February 4th Banquet Room rentals, which led to a discussion about mass emails. Action: The Board would like management to start using our new resident email system once the system training is completed.

Event Report

Recreation management went over the two events that just occurred, the Coffee & Music Jamm and the first Family Movie Night; they also let the Board know that the Coffee with a Cop event had to be postponed due to the aforementioned scheduling issue that occurred. Action: The Board was happy and surprised by the number of attendees at the Coffee & Music Jamm, and would like management to try to reschedule the Coffee with a Cop as soon as possible.

A motion was made to end the Master Board meeting, it was seconded and was unanimously agreed upon.

The meeting was adjourned at 9:18 PM.

The next meeting of the Board of Directors will be February 15, 2017 at 7:00 p.m., at the Clubhouse.