

**Newtown Grant Master Association
Board Meeting Minutes
July 21, 2021**

Roll Call

Lawrence Schorr- President
Scott Miller- Society Place
Gary Meltzer – Estates IV
Tobi Forman – Raven’s View I
Yan Sandler – Quail Creek
Bob Shaw – Willow Creek/Eagle Trace
Bob Pollet – Heather Wood I
Scott Freeman – Eagles Point
Natalie Fries – FirstService Residential, Community Manager

Call to Order

The Board meeting was called at 7:04pm in person at the Rec Center.

Approval of Minutes

Yan S. made a motion to approve the minutes from May 21, 2021. June meeting not held due to lack of quorum. Seconded by Bob S. All in favor.

Management Report

Management suggested we move into new and old business because all material to be discussed is in the report is on the agenda.

Financial Report

Discussion regarding newsletter income and pool income received year to date. Island beautification project to be paid from the reserves. Management noted a transfer was made from the reserves to the operating to cover those costs approved by the Board.

Discussion about the newsletter income not meeting budgeted requirements year to date. Continuous duplication of articles in the newsletter was discussed and a thorough review of the contract with Mice port/newsletter expenses should be completed.

Bob P. motioned to approve June's financials. Seconded by Scott F. All in favor.

Rec Manager Report

Flick and Floats - Discussion on purchasing a projector and jumbo screen to host Flick and Floats at the pool. American Pools is not offering flick and floats this pool season due to lifeguard staff shortages. The Board agreed to table Flick and Floats.

Garage Sale - Date of the garage sale discussed. The Board approved September 25th with a rain date of September 26th. Timing important due to planning and for submitting notification to Mice port, FB and advertising on the event to the community. Need clarification on dates and rain date from Rec Managers.

Old Business

Pool Management RFP and Pool Issues - The Board requesting a report of all closures to the pool, to date, and going forward. The Board requested status of the broken pool light and when it would be repaired. All the pool furniture should be out not stored. Even if on the grass. The Board stated that American Pools is in breach of contract and failed to meet contractual obligations. Discussion with American Pools is necessary. Payments to American Pools for pool contract maintenance are on hold per the Board. Refunds from American Pools to the association per the contract should be provided as soon as possible. Draft 3 of the Pool Management RFP was sent for Board review with revisions per the Board. Bob. S noted a few grammar mistakes that will be revised.

Pool Bathrooms – Management to send Larry S. contact for KPI for ongoing issues with the automatic flush valves in the men's pool bathroom.

Powder Room Renovations – Management did not receive response from designer or contractor about the powder rooms. Email sent to Gary M. from the designer/contractor but not shared with Management. Management requested a copy of the email to review and respond. Lucas's plumbing repaired the leaking toilet in the ladies' room, repaired the leak in both pedestal sinks. Management to forward copy of Lucas report to Larry S. when received.

Island Beautification Project – estimates received by Pablo. Discussion held on completing the project in the spring. Recommendation to receive more estimates and to phase out the project depending on the work to be completed. Management to send Larry S. picture of all the beds in the community.

Adtell Agreement – Phase 2 – The Board agreed to table Phase 2 of the agreement. Gary M. requesting reports on number of households received key cards, traffic report with busiest times and total amount of persons coming to the pool.

Engineering Firm - Motion to approve Carroll Engineering made by Larry S. Seconded by Bob. S. All in favor.

Reopening Clubhouse – approved by the Board to begin as of 7/22/2021. Banquet Rental Agreement and hours being rented was discussed. Times need to be reviewed, pre covid, for the application. Suggestion to add addendum to extend hours of banquet rentals to 11pm. Use of the pool during a party rental is not permitted.

New Business

Newsletter Discussion – As noted in the financial report, a discussion about the newsletter income not meeting 2021 budgeted requirements year to date is concerning. Continuous duplication of articles/material in the newsletter was discussed and a thorough review of the contract with Mice port/newsletter expenses should be completed before making changes to the number of newsletters published during the year.

Electric Vehicle Charging – Discussion held on the installation of charging stations outside the units. Several residents have them inside the garage but not on the exterior. ERB requests submitted for the exterior will not be approved.

Weeds on North/South Drive – Estimate of \$800 for Lopez to spray weeds. Scott F. suggested he contact a vendor he knows for a better estimate. Suggestion to budget for this service at least 2 times a year was mentioned.

Welcome New Master Board Members – Management welcomed the newest Master Board Members.

Next Meeting date: August 18, 2021

Adjournment: Tobi F. made a motion to adjourned at 9:37pm. Yan S. Seconded. All in favor.

The Meeting then went into Executive Session. Management gave the Board an email from Sergio and George. Management was not in attendance for executive session.

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