

NEWTOWN GRANT MASTER ASSOCIATION

June 28, 2023

MEETING MINUTES

The meeting was held in the conference room and called to order at 7:02 PM by Larry Schorr. In attendance were Larry Schorr, Bob Shaw, Gary Meltzer, Tobi Forman, Yan Sadler, and Bill McManimon. Also in attendance was First Service Residential Community Manager Rob DeGeorge

March 22nd and April 26th Board Meeting Minutes: The March 22nd meeting minutes were reviewed and approved 4 in favor with 2 abstentions (Yan & Tobi). The April 26th minutes were also reviewed and approved 5 in favor and 1 abstention (Yan).

Financials: Rob advised the board that Society Place has paid their cluster contributions for 1st and 2nd quarter. A payment was also submitted for 3rd quarter as well. Bill and Rob discussed with the board the existing interfund. From April - December of 2020, no reserve contributions were made to which cause the interfund to really explode. There was also a \$25,000 transfer back in June 2020 from reserve to operating to pay bills due to low operational funds. Rob will speak with the director of accounting to see if a forensic audit could be done to determine if the reserve contributions were held to pay associated reserve/capital work that was also being done at that time. We also need to see if the 25k that was borrowed from reserves was ever put back over the last two years. Rob also discussed that GL 74080 (Landscaping) and GL 75400 (Pool Repairs) were high. 74080 (Landscaping) was high for the month as all of Lopez Landscaping invoices including any refreshment projects all hit. GL 75400 (Pool Repairs) is high year to date due to the power washing that needed to be done to the pool along with some associated concrete crack repair work. GL 74080 will balance itself off, but GL 75400 is a GL line item to keep in mind for the 2024 budget. Bill mentioned to the board that year to date, the master board is running with an operating surplus of \$33,921 if we just maintain the bills only. Bill also reviewed the 2022 master board audit completed by Frank April. Bill mentioned that the audit also referred to the interfund in the report. Bill stated to the board that the audit looked good. Yan made a motion to approve the financials & audit, Bob seconded it, financials approved 6-0.

Proposals:

Clubhouse Trash Enclosure Proposals: Rob presented and reviewed all of the submitted proposals regarding rebuilding the clubhouse trash enclosure. A discussion was had regarding alternative location options including behind the clubhouse. The board agreed that since the enclosure was originally built to house a dumpster to which we now utilize trash cans, the footprint of a rebuilt enclosure can be smaller. The board agreed to table any decision and asked Rob to contact Carroll Engineering to survey the enclosure and provide input for a rebuilt smaller version. Rob will reach out to Carroll Engineering to schedule an appointment.

Management Report:

- Lopez Landscaping has completed landscaping improvements around the main outdoor pool bed with roses, lilies and lavender plants.
- All annual flowers have been planted on all drive islands and around the pool/clubhouse complex as well.
- Drive Street Weeds have been sprayed. Contacted public works to have sweeper come out
- Replace pet/trash can on south drive off of Teaberry.

- All Newtown Grant Softball League Registration fees have been collected and deposited.
- Volleyball Court improvement completed by Lopez Landscaping.
- Pickleball Court retrofit is final stage of painting & striping.
- Basketball Court improvement is completed.
- DKC addressed all of the cracks around the outdoor pool that were of note.
- Repainted the "No Diving" & "Yellow Warning Paint" on the big pool concrete decking.
- Fixed portable pool vacuum.
- Reprogramming of prior pool key cards/fobs have decreased. Still programming for a new owners/residents but reprogramming has slowed.
- May 2023 Pool Usage Review
- Basketball/Tennis Court incident report that occurred on Saturday, June 17th. Spoke with Newtown Township Chief of Police to increase presence in the Recreation Area specifically between 1:00pm and 6:00pm when time permits

Old Business:

None

New Business:

- Board spoke about having Lopez raise the trees off of North and South Drive. Township requirements are 11 feet for the road and 8 feet for the sidewalk. Rob will speak with Lopez to review what areas need to be addressed.
- Board asked Rob to take pictures of each drive island in bloom for future reference. Gary and Bob discussed clearing out the north drive entrance Island and soiling/reseeding it minus the tips to which will house seasonal flowers.
- Gary advised that the next refresh project would be to remove the existing junipers along the recreation basin off of south drive and soil/reseed. Depending on financials, we would like to perhaps do some this year and finish the rest next year.
- Yan asked the board to obtain a price quote to install security cameras in the entire recreation area for security purposes. Rob will obtain a price for cameras throughout the area, he will also obtain a price quote to install the key fob system on the tennis and pickleball court gates as well.
- Yan asked the board what can be done regarding those who speed within the association and inquired regarding speed bumps. Larry mentioned that nowadays, speed bumps are speed tables and since the roads are owed by the township, this would have to be a township decision.
- Rob discussed the vendor fair that a Newtown Grant owner and local realtor would like to do here in the clubhouse. Board agreed that she can rent the room for the function, however she needs to put a disclaimer stating that this function is not endorsed or sponsored by Newtown Grant.

Bill made a motion to adjourn the meeting at 9:45pm. Tobi seconded the motion.
The next meeting is tentatively scheduled for Wednesday, July 26th at 7:00pm.

Minutes submitted by Rob DeGeorge, First Service Residential

Accepted By: John Forman, Secretary 7/26/23 Date