

Newtown Grant Master Homer Owners Association
Board of Directors Meeting Minutes
August 21, 2019

Members in attendance:

Bill McManimon; President
John D'Aprile; Ravens View II
Gary Meltzer; Estates IV
Tobi Forman; Raven Views I
Jim Holwood; Heather Wood I
Natalie Fries; Community Manager, FirstService Residential

Guests attending:

Chris Reedman; Solar Consultant with Sunrun Solar
Prasad Ramna; 191 South Drive
Linda Bobrin; 9 Snapdragon Drive
Joan Farb; 211 Sequoia Drive
Mathew McElroy – Miceport Marketing

The meeting was called to order at 7:05pm by Bill McManimon.

All guests attending requested the Board's decisions on Solar Panels installed on multi dwelling units (townhomes) and single family homes. Chris Reedman was invited to attend on their behalf to discuss solar energy and cost savings.

James Holwood mentioned a pending bill introduced to the senate (attached) that would supersede the governing documents if passed. Per the Association's attorney, Stefan Richter, solar panels are not permitted to be installed and associations in PA are not mandated to permit installation of solar panels. The Board stated they are not opposed to solar panels and recommends waiting for the bill to become law. Amending the documents would be costly to the association and 67% affirmative vote would be needed to proceed with amending the documents. Stefan Richter's notice on solar panels is attached. The Board recommended that they contact their local congressman to discuss moving forward with passing the bill on a timely manner. The Board agreed to draft a letter, on behalf of the Association, to congress to make the bill priority based on solar panel installation requests by numerous residents.

Matthew McElroy discussed the Marketing/Website renewal contract. He recommended the Board eliminate printed newsletters and Miceport would be responsible to attract advertisers going forward. Suggestions were made by the Board to publish the advertisers on the website and Matthew recommended we post advertisers and articles under the "blog" section of the website. Matthew will email the updated renewal contract showing the changes/recommendations as well as costs associated with the marketing agreement. The new monthly payment would be \$1683.00 a month. Management recommended that they move forward with Matthews recommendations. It was also suggested that a disclosure statement be printed/posted online and in the newsletter going forward.

Approval of the prior meeting minutes from July 17, 2019 were tabled for further review. The Board mentioned hiring a recording secretary for meetings going forward. Natalie Fries will contact a few recording secretary's for future meetings.

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Management Report:

Natalie Fries reviewed the management report provided to the Board via email. Natalie discussed the new newsletter ads received and common area repairs inside the Clubhouse. The Board asked to have more hooks installed on the wall of the new bathrooms. Natalie will order more hooks for KPI to install on the wall.

Old Business:

Bathroom Renovation Update – KPI is to install new flush meter hardware ordered by the manufacturer. KPI was also asked to replace the bent hinge on the door in the men's bathroom. A punch list will be reviewed with KPI and DW Smith after the pool season ends.

Basement Repairs – The Board approved to get estimates for replacing the rotted basement doors and the window in the basement. Pest Control will provide rodent removal after the repairs are completed.

Garage Sale – Currently have 33 registered for the garage sale.

End of Summer Block Party – Management will continue to work on getting vendors for the party and it is currently scheduled for September 14th.

Pool Repairs – The Board reviewed the proposals submitted by American Pool for 4 skimmer replacements, re-grouting and recharging the pool filter. The Board requested American Pool revise proposal for recharging the filter tanks for the spring of 2020, prior to opening the pool. They also asked for revisions to the skimmer replacement estimate regarding the concrete work after the repairs. Management will contact American Pools and request these changes. The Board agreed that the work needs to be completed in a timely manner once approved.

New Business:

Handyman/General Maintenance – Natalie Fries met with Patrick Falcay regarding ongoing maintenance at the CH and common areas as needed. The Board would like to see estimates for each job/project and they agreed to pay him a set rate for emergency calls as needed. Natalie will follow up with Patrick and report back to the Board.

2018 Audit – The Board approved the 2018 Audit as submitted. *“Motion to transfer the interfund balance of \$19,198 from the reserve fund to the operating fund as noted in the audit made by Jim Holwood. Seconded by Tobi Forman.” Motion passed.*

Association's Assets – Natalie Fries suggested an inventory to be made of the Association's assets be recorded and documented on Connect annually. The Board agreed.

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FS Connect Training – Natalie Fries will train Board Members on Connect and show them how to use the system. Dates will be sent out via email for September. Natalie will email Tobi the link to register and will also find out how to reset passwords.

The next meeting is scheduled for September 18, 2019 at 7PM.

The meeting was adjourned at 9:37PM by Bill McManimon.

The Board then proceeded to go into Executive Session.

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

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