

The Newtown Grant HOA Master Board Meeting was called to order at 7:04 PM.

A quorum was met with six members present. In attendance were:

Bill McManimon	Estates I
John D'Aprile	Ravens View II
Chip Bromley	Whispering Wood
James Holwood	Heatherwood I
Dave Cote	Ravens View I
Bob Shaw	Willow Creek/Eagle Trace
Marianne Fein	FirstService Residential
Jim Magid	FirstService Residential
Chris Dillon	FirstService Residential

Visitor/Public Comments

Resident, Peggy Rowlett, spoke to the Board about an issues she has with the pool, she wanted to find out about the possibility of changing the number of guests one adult resident is allowed to bring to the pool; she said that she has grandchildren and she likes to bring them as well as their parents. **Action:** Board will address when 2017 pool rules are reviewed prior to Memorial Day.

Public Minutes

The board meeting notes taken at the September 21, 2016 Board Meeting were approved after all Board members looked them over. **Action:** The acceptance of the board meeting notes were motioned, then seconded, with the majority of present members in favor and one abstention.

Financial Report

The Board looked over and accepted September's financials after a discussion about a pool leak during the summer, and an extended discussion about CD and money market rates decreasing, and a CD that needs to be rolled. **Action:** The Board would like management to cash out the CD and do a bank analysis, and get back to the Board within a week. After that, the acceptance of the financials were motioned, then seconded, with all present members in favor.

Management Report

Violations

There are three dead pine trees along Eagle Road, and management has already requested a formal violation be sent out by the Estates IV and Eagles Pointe board presidents. Management just wanted to let the Master Board be aware of this current situation.

Contracts

A discussion was had about the expiring contract of Poopie Scoopers, which ends at the end of December. Another discussion was had about Verizon TV, Internet and Phone which ends in July, but auto renews for two years unless given 30 days' notice. **Action:** The Board would like management to renegotiate Poopie Scooper's contract with no increases, but to have the service days changed so that they come two days a week, two days apart from each other. Management was also asked to call Verizon so that they do not increase their prices.

Old Business

There was a discussion about having the new website company, Miceport, contacting Continental Property Management to obtain updated cluster information. Another discussion was had about links on the new website for residents to pay their HOA fees via Direct Debit and about the format of the next newsletter moving forward. **Action:** The Board decided to have Miceport just take the current information from the old website for the time being. The Board also had security concerns about having payment links on the website. Management was asked to set up a meeting with the web designer, Matt, in the coming weeks.

Management let the Board know that the price to update the front of the Clubhouse had changed since the demolition price (\$4,784.85) from FJP was not considered; the demolition prices was lined out separately from the \$16k that the Board originally agreed upon. Management attempted to get FJP to lower its demolition price, but it would not. **Action:** The Board considered alternatives to fix up the front of the Clubhouse for the time being, coming up with ideas like just patching the areas that are in need of fixing and revisiting everything later or putting down pavers and covering the hazard spots with plants, etc. The Board ultimately chose to patch up the needed areas and revisit the project at a later date.

There was a discussion about resurfacing the pools. The Board talked about their meeting with McAndrew Pool. McAndrew Pool told the Board that Diamond Brite coating would cost more than regular plaster and that it has a rougher surface, but that it lasts longer than the regular plaster. **Action:** The Board wants management to make sure that all of the mechanicals underneath the pool are good and working before any choice is to be made on the resurfacing of the pools, and that American Pool suggested a leak test be done. It was also mentioned that a water bill increase is to be anticipated.

New Business

A discussion about the electrical proposals was had. Management is going to meet with the final electrician, Mars Electric, to get a proposal for LED lighting on the big poles by the pool and in the parking lots. It was also mentioned by management, that the flag pole light is out again, and that it only seems to last one year. A suggestion was also made to possibly change the lighting fixtures in the upstairs rooms of the Clubhouse. **Action:** The Board is awaiting all of the proposals for the outside lighting to make any further decisions.

Management also informed the Board that they are currently getting proposals for painting that is needed to be done in areas inside of the Clubhouse.

There was another discussion, this time about possibly updating the shower restrooms and the Clubhouse hallway restrooms. **Action:** The Board would like management to look into what can be done to update these restrooms, the costs, etc.

Wm. "Chip" Bromley, Treasurer and Whispering Woods Board member, let the rest of the Board know that he would be stepping down from his position at the end of the year. He expressed his thanks to the Board members for a wonderful job on work they perform for their community as well as thanking the FirstService Management team for a job well done. **Action:** The Board is going to reorganize in January 2017. Mgt. to reach out to Whispering Woods Board members to see who will replace Chip at the Master level.

A long discussion was held about the 2017 budget. The discussion topics included a possible new full-time employee and their pay, a possible summer employee to help management with administrative duties and do pool passes, an increase to cleaning and Clubhouse supplies and a possible mix-up in the fertilization section of the budget. Management suggested an increase in quarterly Association fees regardless of additional help or not based on following: 1. Auditor suggested an increase of \$1 per home, per quarter because of over budget in 2015. 2. FirstService Staff Accountant pointed out, on the monthly financial report summary, the Cumulative to date surplus as of 9/30/16 is only \$559, very lean. 3. Board Treasurer, Wm. "Chip" Bromley stated that the budget is extremely lean and prices would eventually increase. It is better to have small steps now than a perhaps large increase later. 4. Mgt. pointed out the cyclical nature of economy and we will eventually have to deal with inflation. **Action:** The Board voted to keep the quarterly fee at \$63 per home, per quarter. Because of the savings in a strict landscape cutting schedule over the last two summers, the Board was able to reallocate line item money to increase Insurance expense and Payroll to help with administrative assistance in clubhouse.

Event Report

Chris spoke to the Board about the up-coming events (Halloween and Scouting for Food). He also let the Board know that he is in the process of planning events such as monthly movie nights, bingo, yoga, and a murder mystery. Lastly, Chris asked the Board if they would approve a college planning class, a cake decorating class and possibly purchasing a small shuffle board table for the game room. **Action:** The Board approved the college planning class, the cake decorating class and the purchase of a small shuffle board table (if the price was within reason).

The Master Board Meeting was motioned to be ended, it was seconded and was unanimously agreed upon.

The meeting was adjourned at 9:00 PM.

An executive session was held directly after the meeting was adjourned; the executive session was adjourned at 9:29 PM.

The next meeting of the Board of Directors will be November 16, 2016 at 7:00 p.m., at the Clubhouse.