

Newtown Grant Master Homer Owners Association  
Board of Directors Meeting Minutes  
July 15, 2020

**Members in attendance:**

Bill McManimon; President  
Gary Meltzer – Estates IV  
Tobi Forman – Raven's View I  
Jim Holwood – Heather Wood I  
Scott Miller – Society Place  
Rich Selah – Fawn Hallow  
Yan Sandler – Quail Creek  
Steve Levay – Community Manager, FirstService Residential  
Natalie Fries; Community Manager, FirstService Residential  
George Slifer; Rec Manager

The meeting was called to order at 7:04pm. The meeting was held via Zoom.

**Approval of the Meeting Minutes** – Motion to approve the minutes from June 16, 2020 made by T. Forman. Seconded by Y. Sandler. Motion passes. All in favor.

**Management Report** - Natalie discussed the June/July management report provided to all Board Members via email with attachments. Natalie reviewed the weekly email update from 7/2/2020.

**Financial Report** - Review of the financials as of 5/30/2020 and 6/30/2020. Gary discussed the credit due from American Pools to NG. Management is still waiting on the figures. Gary was opposed to approving the financials due to not having the credit info from American Pools. Discussion held on renewal of contracts and management to confirm where the \$25,000 transfer came from to pay outstanding bills from the operating account. Suggestion to have a fall softball league was discussed. Management provided ways to save on expenses to stay within the budget. See email dated 7/15 on file. The Board is requesting that management update/monitor Facebook and the Newtown Grant website going forward. Preferred Insurance – charged a \$149 "Company Fee" for the renewal and management was asked to research the fee. Gary questioned the \$25.00 fee charged by Lucas Plumbing. Management will generate a special spreadsheet of Covid-19 that presents all the additional costs incurred to comply with State requirements.

*Motion to approve the financials as of 5/30/2020 made by J. Holwood. Seconded by Y. Sandler. G. Meltzer opposed. Motion passes.*

**Old Business:**

**Status of Pool** – Email blast sent out to remind residents to wear a mask when coming to the pool reception desk. Max capacity has not been reached often, busy times are weekends and weekdays from 2-4. Bill asked about capacity during 6-8 and George said it's not that busy. Gary questioned 6 lifeguards at the pool when it's not busy. Management will discuss the lifeguards with American Pools.

Newtown Grant Master Homer Owners Association  
Board of Directors Meeting Minutes  
July 15, 2020

**Security Cameras:**

Management received two estimates for IT services and networking. One more bid is pending. The Board suggested an RFP be drafted with specific detail on upgrading to be sent to other IT vendors in Newtown. Management will draft an RFP.

**Newsletter, Marketing and Website** – Management and Miceport believe budgeted newsletter income will reach 2020 budgeted amount by December 31<sup>st</sup>. Discussion was held on request from homeowner for having the newsletter done by his company, then mailed out hard copy. The Board did not approve changing due to postage costs. Management will send a thank you/no thank you letter to the homeowner. The Board requested a zoom meeting with Miceport to evaluate newsletter income for 2020.

**New Business:**

**HVAC Estimates** - 2 Estimates received. Board requesting more estimates from local companies.

**Cleaning Estimates** – 3 estimates received. The Board will stay with current vendor, TW Maintenance, and re-evaluate the contract during budget season.

**BOT Elections** – The Board will hold an organizational meeting in January 2021 to elect officers.

**Other Business:**

The garage sale has been cancelled due to Covid. Management to post announcement on Newtown Patch, FB. Yan asked about the weeds in the street and along the curbs. Management to reach out to the township. Management will reach out to the Department of Agriculture about lantern flies in NG.

**Next Meeting:** The next meeting will be held on August 19, 2020. This will be an open meeting.

**Adjournment** – *Motion to adjourn the meeting at 9:20 pm by T. Forman. Seconded by J. Holwood.*

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