

**Newtown Grant Master Home Owner's Association  
Board of Directors Meeting Minutes  
May 17, 2017**

The Master Board Meeting was called to order at 7:03 PM.

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

Bill McManimon	Estates I
John D'Aprile	Ravens View II
Dave Cote	Ravens View I
Bob Shaw	Willow Creek/Eagle Trace
Yan Sandler	Quail Creek
James Holwood	Heatherwood I
Rich Selah	Fawn Hollow
Tim Martin	Society Place
Marianne Fein	FirstService Residential
Chris Dillon	FirstService Residential

**Public Minutes**

The board meeting minutes taken at the April 19, 2017 Board Meeting were approved after all Board members looked them over. **Action:** The acceptance of the board meeting notes were motioned, then seconded, with all present Board members in favor.

**Financial Report**

The Board looked over and accepted April's financials. **Action:** The Board requested that management tweak the landscape budget allocation for next year, after that the acceptance of the financials were motioned, then seconded, with all present Board members in favor. Then, management told the Board that a \$50,000 CD had matured and was deposited into the money market account as requested.

**Management Report**

The Board instructed management to call local representative, Brian Fitzpatrick, whenever we are in need of a new American flag; they said we would be able to acquire one for free by doing so.

The Board also instructed management to start sending out mass emails to the community using Constant Contact.

**Contracts**

Management informed the Board that the Verizon contract is coming up on July 8, 2017; it auto-renews for two years, unless given 30 days' notice. **Action:** The Board instructed management to ask about a recording for the voicemail with a couple different mailboxes so that we can have

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a recording of certain communities to be directed to their specific property management company.

**New Business**

A short discussion was had about there not being any dog waste trash cans in Fawn Hollow, and a request was put in from Fawn Hollow for there to be a dog waste can installed on Jonquil Drive in front of the basins, before the Fawn Hollow sign. **Action:** The Board approved the installation of a dog waste can in Fawn Hollow.

There was a discussion regarding the pool resurfacing job the Premier Pools had just recently finished, and the warranty on the job that was done. **Action:** The Board would like management to get the HOA's attorney to create a letter to be sent to Premier asking for the 3 year warranty on the pool resurfacing to be extended to 10 years based on the mishaps that occurred during the project (i.e. Premier did not work properly to ensure the longevity of the resurfacing; they did not follow the correct procedures or finish in a timely manner). The Board also requested that this letter no be mailed before May 22, 2017, when the final brushing is complete.

A short discussion was had about the masonry work that was done outside of the baby pool. **Action:** Management explained to the Board that the engineer pointed out that some expansion joints by the baby pool needed to be replaced, as they were a tripping and injury hazard.

Another short discussion was had about valves that need to be replaced in the pool pump room; two valves need to be replaced and American Pool supplied a bid. **Action:** The Board approved the American Pool bid for two new valves in the pool pump room, it was motioned, then seconded, with all present Board members in favor.

There was a discussion about the insurance renewal numbers that had just come in; there would be an increase in different premiums. **Action:** The Board is interested in moving all insurance to a different vendor and would like management to work on getting bids in the next week.

A discussion was had about swimming lessons at the pool this Summer. American Pool notified all lifeguards that swim lessons are not allowed based on insurance and risk that American Pool does not want to take on; the lifeguards are not WSI certified or insured for teaching the lessons. **Action:** Management was proactive and investigated alternatives for the residents of Newtown Grant to use for swim lessons in the area and informed the Board of their findings.

There was another short discussion about one of the alternative swim lesson sources, British Swim School, who will be sponsoring the very first Flick 'N Float of the Summer in July. Management would like to send out a mass email to the entire community about the British

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Swim School and what they have to offer with regards to swimming lessons. **Action:** The Board approved management's request to send out a mass email about the British Swim School.

Another short discussion was had about the brand new pool furniture that management ordered; the pool furniture has arrived and is on the pool deck. **Action:** The Board would like management to mark 2017 on the new pool furniture to keep track of the inventory going forward.

A long discussion occurred about the HOA's capital needs budget currently and moving forward year to year going into 2019. **Action:** The Board would like management to contact the asphalt company, CSC, to spread the 5 year plan out longer than it was originally planned for because after reviewing the capital account balances and capital needs, the reserves are expected to be as low as \$300,000 by 2019. The Board would also like management to see if they can get prices for renovating the bathrooms, but have them split up, pool and hallway; the Board also wants management to talk to the engineers to see how they came up with their reserve price points of \$5,500 and \$13,000 for renovating the bathrooms.

A discussion was had about the proposed walking path easement by Newtown Township.

Another discussion was had about the two laptop computers being backed up by Carbonite; there are so many files on each computer that each computer was lagging and slowing down. Management stated that the computers are currently 4 years old. **Action:** The Board suggested purchasing a hard drive for each computer to lengthen their life.

Management informed the Board of Brandon Wind's proposal to hold the annual Newtown Grant Garage Sale on Saturday, September 16<sup>th</sup> this year; Brandon also asked the Board if they still wanted him to run the event. **Action:** The Board agreed to have Brandon run the Garage Sale, on his proposed date of September 16, 2017, at the same pricing for Brandon and security as last year.

There was also a discussion about letting real estate companies and realtors purchase the real estate section of the website for \$200 per month. **Action:** The Board approved allowing the real estate section of the website to be purchased for \$200 per month.

### **Event Report**

Recreation management went over details of the past family movie nights and how successful they are becoming, as well as the new Yoga program's success. Also brought to the Board's attention were the four dates that the Flick 'N Floats have been scheduled for, the three dates scheduled for the New Resident Q&A Breakfasts and the addition of a new Zumba instructor with a lot of experience. Lastly, recreation management informed the Board that they have scheduled at least four food trucks to make stops here on the Summer. **Action:** The Board was

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happy with the successes of the family movie nights and Yoga. They also were interested in the new Zumba instructor and if the program was going to run the same as it had before. The Board also suggested to recreation management to inquire into getting Goodhoe Dairy Farm's and Rita's Water Ice trucks out to the pool as well this Summer.

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

The meeting was adjourned at 9:42 PM.

The next meeting of the Board of Directors will be June 21, 2017 at 7:00 p.m., at the Clubhouse.