

**Newtown Grant Master Home Owner's Association
Board of Directors Meeting Minutes
September 21, 2016**

The Master Board Meeting was called to order at 7:05 PM.

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

Bill McManimon	Estates I
Alex Bartos	Fawn Hollow
John D'Aprile	Ravens View II
Chip Bromley	Whispering Wood
James Holwood	Heatherwood I
Dave Cote	Ravens View I
Yan Sandler	Quail Creek
Barbara Firestone	Society Place
Brandon Wind	Estates IV
Brian	American Pool
Andrew	American Pool
Irene	American Pool
Marianne Fein	FirstService Residential
Matt Bair	FirstService Residential

Public Minutes

The public minutes of the August 17th, 2016 Board Meeting were approved

Garage Sale

Brandon Wind provided a report on the Garage Sale for 2016 and requested reimbursement for expenses he paid through his credit card. Brandon reported that by switching from the use of yard signs to using Facebook ad boost fees we were able to save \$400. Furthermore, we were able to use the radios again this year, avoiding the cost of replacement radios. The Board provided an advance of \$1500, while actual costs totaled \$1736.89. As a result of the garage sale the activities fund has received about a \$700 contribution. **Action:** The Board authorized reimbursement of the additional costs paid by Brandon.

American Pool

Representatives of American Pool reported that they felt the pool season went well. They attributed some of the success was due to returning lifeguards that were familiar with the pool operations. There were some concerns about scheduling conflicts and management of the guard schedule during the season. In planning next season, American Pool will consider changes they feel necessary to improve lifeguard scheduling and management, subject to the Boards approval. The Board advised American Pool that they are responsible for the operation of the pool and if they feel a change is required, they should make the change. The board does not want to be involved hiring/firing of American Pool employees. The Board did expressed their concern that American Pool was planning on closing the pool between Monday – Friday the week before Labor Day. The Board was happy that American Pool was able to find available lifeguards so that the pool was open to our residents that week. American Pool advised that they have a couple of ideas in mind for new help and guards to prevent issue again.

Regarding the condition of both pools, American Pool reported that the pools badly need re-plastering either this fall or next spring. The Board said that they rather have any such work done in the spring.

The Board has solicited and reviewed 3 bids to re-plaster the pools. The use of Diamond Brite vs. regular plaster was discussed because, while Diamond Brite lasts longer, it is significantly more expensive.

Management said that a leaking valve caused the last quarter's water bill to be equal to that of an entire year.

Grass Fire/Tree Maintenance

Due to dry conditions a fire burn a large swath of grass in the basin next to the volleyball courts. Kaiser offered to rake and reseed for \$350. **Action:** The Board did not approve the Kaiser proposal.

After reviewing proposals from Kaiser and Bair for tree trimming, removal and planting, the Board selected a limited number of the proposed actions and asked Kaiser and Bair to re-work their tree bids to Board specifications. Upon receipt of the revised tree proposals the Board approved Bair to complete the tree maintenance as provided for in the Board's specification. **Action:** Bair will complete the tree maintenance as provided for in the Board's specification including the replacement of the dead tree at the South Drive entrance as soon as possible.

Financial

The Board discuss options for investing the CD that will be maturing while Management is on vacation. **Action:** Board decided to cash out CD and not renew with Covenant Bank as the rate was not considered competitive. The proceeds of the CD will be deposit into money market account until Board can research further CD options. Currently, the best option is 1.20% with Washington First Bank through FirstService Residential.

2016 Audit

Board reviewed bids for 2016 financial audit and taxes between Lorraine Grasso, CPA and Francis April, CPA. **Action:** Motion was accepted to hire Lorraine Grasso, CPA.

Holidays

Management was given permission to close the clubhouse on Thanksgiving and Christmas weekend.

Sidewalk Repairs

The Board hired Rock Solid to "raise" certain concrete sidewalk blocks at the bridges due to tripping hazards. The work was completed and the area yellow taped to allow the slurry under the raised concrete slabs to settle and harden. Management reported that after 2 email blasts to over 1400 email addresses, residents still removed the tape across the work areas and walked on the raised sidewalk slabs. The damage and cost to fix again is currently being determined.

Sink Holes

The Board discussed the recent increase in the number of sinkholes developing throughout Newtown Grant. **Action:** The Board accepted a proposal from Franc Environmental for underground water conduit and inlet box repairs that are causing the sinkholes.

Event Report

The board suggested some possible ideas for recreation management to run with: skiing weekend, coffee with cops here at the clubhouse, murder mystery dinner, BYOB special football Sunday or Monday, Bingo, kid movies in the banquet room, Casino night (proceeds go towards a charity), petting zoo, haunted house, and in general, other kid events that are safe. Management stated that the live broadcast is approved in January with WBCB radio and St. Mary's.

The Master Board Meeting was motioned to be ended, it was seconded and was unanimously agreed upon. The meeting was adjourned at 9:45 PM.

The next meeting of the Board of Directors will be October 19, 2016 at 7:00 p.m., at the Clubhouse.