

NEWTOWN GRANT MASTER ASSOCIATION
January 24th, 2024
MEETING MINUTES

The meeting was held in the conference room and called to order at 7:02 PM by Larry Schorr. In attendance were Larry Schorr, Bob Shaw, Bill McManimon, Rich Selah, Russ Consentino, Peggy White and Gary Meltzer. Also in attendance was First Service Residential Community Manager Rob DeGeorge.

November 29th Board Meeting Minutes: Russ made a motion to approve the minutes, Bob seconded them, motion passed 7-0

Financials: Bill reviewed both the November and December 2023 financials with the board. For November, he highlighted that through the month of November, we had a \$19,309 year to date positive variance. In December, he pointed out that it was a lean month of invoices to such, we ended up with a yearend surplus of \$35,844. Snow Removal (surplus of \$23,445) and Landscaping (surplus of \$7,358) were main contributions to the large surplus. The interfund account was discussed again as recommendations were made to transfer some funds back into reserve to reduce the \$58,000 interfund. Bill suggested to keep the surplus cash in operating to hedge against any unexpected expenses as funds can always be transferred towards the interfund come next Fall. Rob commented that the separate capital expense account/bank account has been set up and those funds were segregated starting in January to which will be shown when these financials are available. Rob also noted that once he receives the January bank statement along with the updated capital expense report, Rob will balance everything out. Bob made a motion to approve the November and December financials, Russ seconded it, November and December financials accepted 7-0.

Proposals:

Frank April Engagement Letter: Proposal of \$2,050.00 from Frank April to complete the 2023 Newtown Grant Master Board audit and tax filing services. Bill made a motion to accept, Bob seconded it, proposal accepted 7-0.

Carroll Engineering Proposal: Additional services proposal of \$8,750 for Carroll Engineering to physically create the RFP for the recreation area parking lot, drive and basin repair/replacement work. Carroll will also solicit bids to which will be presented to the board and will provide oversight during the construction phase to ensure work is completed as outlined in their report. Bill made a motion to accept the proposal, Russ seconded it, proposal accepted 7-0.

Banquet Room Door Replacement Proposal: Rob presented two proposals to replace the existing banquet room front door with either a commercial single door or double door. Current door is not ADA compliant and there are existing issues with the threshold that can only be fixed with a replacement. Proposals were submitted by Jammer Doors and Lemus Construction. Board agreed to accept the single door proposal from Lemus Construction. Bill made a motion, Peggy seconded it, proposal from Lemus Construction to replace the existing door with a commercial single door in the amount of \$9,300.00 was accepted 7-0.

Trail Electric Proposal to Clean Up Electrical Panels in Pump Room: Rob provided pictures of the electrical panels in the pump room to which highlighted the level of corrosion and rust they have

endured after being subjected to years of pool chemical vapors. Trail Electric proposed to first, fully inspect the panels, then if the breakers are in good condition, remove the panel boxes, sand blast the corrosion, then apply and repaint the panel boxes with an epoxy. Board had follow up questions they would like to ask Trail Electric before signing the proposal. They would like to know if the breakers in the panels can be consolidated into one panel, clarify the report findings and were curious what the cost was for just new boxes. Proposal has been tabled to February.

Kurts Kourts Tennis Court Reconstruction Proposal: Rob provided to the board a price proposal of \$187,025 from Kurts Kourts to completely reconstruct all four tennis courts. The board asked Rob to find out from Kurts Kourts if they are able to do reconstruction on two courts this year and two courts next year. Rob will circle back around to Kurts Kourts to obtain more information and pricing.

Management Report:

- Painting refresh completed for clubhouse game room and banquet room.
- New blinds for banquet room ordered.
- New banquet room chairs ordered. Expected delivery end of February/early March.
- Spring Fling Easter Egg Hunt – Saturday March 23rd from 1:00- 3:00pm with a rain date of Sunday, March 24th.
- New 6th Team to the Softball League in 2024. Newtown Fire Association.
- Newtown Grant Dive In Poolside Movie Recommendation. Investment cost for a good outdoor projector and sound system would run between \$1,000 - \$1,800. Prior to making commitment, we should do a couple test runs summer of 2024 to ensure interest. Rob has someone who can do the movie aspect for a very reasonable price.

Old Business:

None

New Business:

- Gary spoke with the board about scheduling a pool opening night for middle schoolers on a Friday Night before the pool opened full time. Rob and Gary spoke about logistics and will first narrow down a day/time before laying out logistics and pricing.
- Gary also asked Rob to circle back around to the arborist to see if the Bradford Pear Trees in the North Drive and Marigold Islands could be pruned or trimmed. Rob will circle back around to the arborist but advised the board that when he first met with the arborist who looked at the trees, the recommendation from the arborist was to replace them.

Russ made a motion to adjourn the meeting at 9:33pm. Peggy seconded the motion. The next meeting is tentatively scheduled for Wednesday, February 28th at 7:00pm.

Minutes submitted by Rob DeGeorge, First Service Residential

Accepted By:  _____, Secretary 28 FEB 24 _____ Date