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## Directors' Meeting Minutes December 2023

**December 21, 2023 / 7:00 PM / Meeting (Zoom and Clubhouse)**

**OPENING-** Meeting began at 7:11 pm

- Pledge of Allegiance & Moment of Silence
- Roll Call- **Directors Present: President-Rob Renode, Vice President-Matt Sulock, Secretary-Jessica Knoll, Adam Kochanski, Julie Renode, John Wolset, Colleen Rini, Kathy Plebani, Seth Napoli, Robin Wright, Danielle Wojcik. Directors Not Present: Treasurer-Dawn Wolset.**
- Greeting – Rob
- Public Comment - none
- Correspondence - 4 Christmas cards from Cyan Sky Copiers, Joe Ttafka-Realtor, 4UHomes, Bear Mountain Real Estate. An email was also sent from Tom Kervic regarding the status of the recent community watch meetings, lack of participation, and the resignation of Tom as co-chair.
- Approval of the Minutes for November- *Jessica motioned to approve the minutes as presented via email and our website, Adam 2nd. Motion Passed Unanimously.*
- Treasurer's Report (Financials posted on website)– Dawn was not present, but Rob noted that the financials are on the website and asked if there were any questions, which there were none.

### OLD BUSINESS

- Budget Approval - Adam thanked all that attended and participated in the 5 public zoom budget meetings held in the recent months. He presented the budget as prepared during those meetings. He explained the different pages while focusing on the Summary of Budget page as well as the Funded Reserve Expenses and the Unfunded Reserve Expenses/wishlist items. Adam quickly went through the itemized list as well to brief those that were not in attendance at the meetings. He reminded everyone of the Title 68 excerpts and all the documents that will be sent in the packet. Rob thanked everyone for all their hard work during the budget process. Property owner Mario Scelsi questioned the line item referring to the Leslie Lane Pool Engineering Plan Changes. He was assured the line item is for the changes already approved, not additional changes nor is it for the cost of new plans. *Adam motioned to approve the 2024-2025 budget as presented, Matt 2nd. Motion Passed Unanimously with Dawn absent. Colleen motioned to approve a spend of up to \$1,000 for the printing and postage of the budget packet, Danielle 2nd. Motion Passed Unanimously with Dawn and Robin absent.*
- Electronic Votes since last meeting - 11/21/23 - *Jessica motioned to approve the October 2023 meeting minutes that were reviewed by the board via email, Adam 2nd. Motion Passed with 8 responses: 8 in favor and 1 abstention due to not being present at the meeting.*
- Speed Bump/Electronic Monitoring update – Rob stated that they are working on implementing and getting set up at predetermined locations. Property owner Mario Scelsi noted that he is willing to help with software and set up.
- Status of Leslie Lane Pool - no current updates
- Community Watch – Rob stated that since we received Tom Kervic's resignation, he will look into getting an update to the future of the community watch homeowner committee.
- Bulletin Boards – Dawn was not present
- Other old business? - none

### DIRECTORS' & COMMITTEE REPORTS

1. Communications & Marketing - Colleen informed everyone that the newsletter is at the printer and will be going out at the beginning of the year. She also noted that the new road repair form

mentioned in the newsletter was added to our website.

2. Recreation - Julie updated everyone on events such as the Christmas Gnome painting party on Nov 30th, the Breakfast with Santa and Adult Christmas party that were on December 2nd. All events were very successful and a lot of work. Julie thanked her helpers, and is looking for helpers for near future events as she will be unable to execute most events due to an upcoming surgery. She would love to still be able to hold the events if volunteers do the leg-work. A few board members noted their willingness to help. Hopefully a Wine & Cheese night will work out for a weekend in February.
3. Pools - Seth - no updates
4. Maintenance - John spoke of normal routine maintenance, including cleaning the clubhouse and bathrooms (including pool house bathrooms), setup and clean up from rentals as well as storm incidents, cleaning up trash around the development, and taking all trash to the transfer station. All lawn equipment was winterized and serviced. The plow and salt spreader was serviced and installed on the truck. A broken step was repaired on the bus shelter at Leslie Lane. The back hallway door and trim in the clubhouse was sanded and painted. A hole in the wall inside the ladies room due to the door handle hitting the wall was repaired and painted and a door stop was installed to prevent this in the future. The ladies room backsplash on the sink was spackled, painted and re-caulked. A new plate temper was picked up at Tractor Supply and assembled. Various holes in the Porter Drive section were filled and tamped. Adam asked about the possibility and cost of renting a tow-behind chipper for a week to see how much brush can be removed and chipped into the immediate area on road sides. They will get together to discuss in more detail.
5. Asset & Project Management - Open
6. Compliance & Controls – Open
7. Building & Planning - Katherine reported 4 permits issued. 2 for excessive dead trees, 1 for a lot clearing, and 1 for a carport/pole barn. Property owner Vincent Pinketti questioned the 1000 sq ft restriction we have in our Rules & Regulations. He is currently looking into a 2400 sq ft pole barn. He was informed that unfortunately, that is against our Rules & Regulations and his permit would not be approved.
8. Roads - Adam asked that property owners please utilize the road repair request form on our website and to please include pictures if possible. Rob will look into setting up a google form on our website that will auto populate into a spreadsheet for us to view.
9. Enforcement – Adam reported 1 assist and 4 citations issued. 3 for unattractive nuisance and 1 for trees cut without a permit.
10. Operations - Collections update - No significant update. Year end is coming which will bring the final/accurate numbers. We currently have a lot of judgments and we are looking to put efforts forward into perfecting liens.

## **NEW BUSINESS**

1. Annual Meeting Planning - Colleen will run the planning committee again this year and we need to get a jump on things ASAP due to the date change to earlier in the year. A committee meeting is set up for Jan 10th at 6:30pm.
2. Other new business - Julie thanked all for the approval of the black folding chairs for the clubhouse. They arrived and look great and are very comfy. We still have 15 of our old chairs left and are willing to sell them all together for \$10. Adam reported on a board contact form that was submitted to appeal a citation issued for a building recollection violation. Property owner obtained a permit from the township to complete the covered porch, but was under the impression that it was already included in the plans from the permit issued by us. *Adam motioned to rescind the citation issued and accept the application for the property owners building permit, Rob 2nd. Motion Passed with 8 in favor, 1 abstention, and with Matt, Dawn and Robin absent.*

Meeting Adjourned - Motion: Rob - 2nd: Colleen at 8:42 pm