

Directors' Meeting Minutes **March 2022**

March 17, 2022 / 7:00 PM / Virtual Meeting Only (Zoom)

Join Zoom Meeting

<https://us02web.zoom.us/j/85762754597?pwd=OThpTUg2VDB5MTFJUmVETTdubFV1UT09>

Meeting ID: 857 6275 4597

Passcode: 294221

One tap mobile

+13126266799,,85762754597#,,,,*294221# US (Chicago)

+16465588656,,85762754597#,,,,*294221# US (New York)

OPENING - Meeting began at 7:02 pm

- Pledge of Allegiance & Moment of Silence for those struggling in war throughout the world.
- Roll Call - **Directors Present: President-Rob Renode, Vice President-Matt Sulock, Secretary-Jessica Knoll, Julie Renode, Adam Kochanski, Colleen Rini, Kathy Plebani, Michael Klapac, Heather Napoli, Seth Napoli.** **Directors Not Present: Treasurer-Dawn Wolset, John Wolset.**
- Greeting – Rob welcomed everyone and thanked them for joining. Invoices have been sent as well as the budget package. For those that do not yet have their access cards, now is the time to get them.
- Public Comment - none
- Reading of the Minutes (February 2022) - *Jessica motioned to waive the reading of the minutes and to approve them as presented in advance of the meeting via email and website posting, Julie 2nd. Motion Passed unanimously.*
- Treasurer's Report (Financials posted on website)– Dawn was not present, but Rob reminded everyone that our financials are on our website for review.

OLD BUSINESS

- Electronic Votes since last meeting - 1 electronic vote was held and reported: *Adam motioned to spend up to \$1,300 on the print and postage required for the annual budget package for FY 2022-2023, Rob 2nd.* There was a note made that the print has already been ordered and will be ready Wednesday. This vote is to pay the bill as required. Second, we are required by law to send this package to all property owners. *Motion Passed with 10 yes responses.*
- Rules/Policy/Procedures Project – Rob/Heather - Heather not present at this point, Rob and Michael will be meeting on Tuesday and invited Heather to join.
- Legal Review: Property Bundling pending – Rob asked if this line item needs to stay on our agenda or if it should be added to our Project Management report. Adam explained why we are looking into this, and suggested we look further into rezoning the original declarant properties to sell which would result in future income for us. It was noted that the legal fees to perform this task will come from the original declarant. It was decided to try and find out

what we can to proceed at this point.

- Status of Call Center - Rob reported that a request was sent to the call center for a breakdown of calls for the last few months and it will be forwarded to the board once received.
- Other old business? - none

DIRECTORS' & COMMITTEE REPORTS

1. Communications & Marketing - Colleen is starting to solicit advertisers and ideas for articles in the upcoming newsletter. There will be an article about recent improvements, including the additions to the clubhouse and the new pool. April 30th is the deadline for newsletter content. Colleen asked about the new entrance signs and Rob mentioned that it was part of the Capital Improvement Notice that was sent with the budget info and that we need to wait the proper 35 days before we can proceed, but it is a good idea for Colleen to get a quote so we can proceed quickly after the allotted time needed. Property Owner, Mario Scelzi mentioned utilizing the bulletin boards for important info. Colleen agreed to make the project management report into a format to post once that is ready to go.
2. Recreation - Julie was happy to report 15 people in attendance for the St. Patrick's Day themed paint and sip night on March 3rd. The next one is a bunny painting and is scheduled for April 6th at 6pm. Julie is still looking to do something for Easter, but dates are uncertain. Keep an eye out I for more info.
3. Pools - Seth - The following report was read and discussed:

Pool proposal and Potential Add-on Improvements:

- Rob spoke with the Pool Director, maintenance staff, and the office manager. Below is the output for discussion.

Dates: BBQ Pool Party LL in June for official ribbon cutting/opening BBQ?

Open:

Earliest: May 9th

Latest: May 23rd

*Open as soon as water is qualified for swimming and all construction is done.

Close:

Earliest: Weather permitted

Latest: End of September

*Line up **Strand** for early **October** (1st week) for closure and winterization.

Hours of Operations

10:00 – 9:00PM ET. (If we can perform the opening maintenance quicker then we can seek earlier) **Time**

predicated on proper lighting. Agreed Upon by the board

Basic Pool logistics:

1. Dolphin needs to come out for startup and put in for close (2 pools).
 - a. 3 days a week minimum (Sunday, Tuesday, Thursday)
 - b. Would be best to be same days for both pools
2. Daily water testing two tests a day but time between tests is NOT regulated.
 - a. Need Adam, John, and Seth to work out schedule + volunteers if needed (7 days a week)
 - b. Cut grass on non-vacuum removal days (can we remove the grass and do something better than grass).

Dependencies to Opening:

1. Kiddie pool issue: We have a leak at the pool that need to be tested
 - a. Let's schedule Strand to come in and troubleshoot **Agreed Upon by the board**
 - b. This does not mean we need them to remediate if it's something we can do ourselves.
2. Adequate lighting at the pool(s) (need to test) for the extended hours.
3. Completion of the new LL pool, water fill, testing and setup

4. All pools water filled, treated, and tested to regulation.
5. Maintenance and testing schedule for the pool season
6. *Quote/Order the approved dolphin vacuum filter system for the new pool @ LL.
7. **Project Work near the pool has potential dependency?**
 - a. Play courts and asphalt at Leslie Lane: Need to plan project (Adam)
 - b. Fencing project/boundaries
 - c. Play courts
 - d. Walkway(s)
 - e. Fencing move/reinstall for pool/completion (and dirt)

Potential Pool(s) Improvements - What do we need/want? (Does not mean we HAVE to but worth discussing, planning, and prioritizing the order.

1. We need better lighting at both pools
 - a. Need bath house are lighting and pool lighting at clubhouse pool.
2. We need to fix, or band aid the leak on the kiddie pool
3. Can we acrylic or paint the clubhouse pool(s) ourselves or with vendor
 - a. Perhaps internal maintenance item every x number of years on all pools.
 - i. This does NOT affect this year's pool opening but something we should discuss and manage.
4. Leslie Lane Pool house needs work:
 1. Siding missing and has holes
 2. Bathrooms are ugly and dilapidated
 - a. See if anything needed this year or next
 - i. Clean them, paint them, etc..
 3. What does the user acceptance for the new pool look like? (Need check list
 4. Rip rug for testing out back (permanently) for emptying of pool.

Potential Pool Upgrades:

1. More inviting
 - a. Cloth type gazebos at both pools Chairs etc..
2. Leslie Lane – finalize the fence expansion and walkways
 - a. Adam and Seth discuss.
3. Need lighting at both and bath houses

Adam asked about how often the AED was tested and calibrated. We might need to quote out an AED for the Leslie Lane pool. Rob will look into this and get back to the board. Adam also mentioned that the company replacing our pool is responsible for all testing and chemicals for the 1st year of the pool. Trish and Rob will look into this as well. Property owner, Mario Scelzi asked if the pools will be under video surveillance and if the recordings are easily obtainable. Answer: Yes. He also asked if enforcement will be stopping by the pools to monitor behaviors. Adam stated that there just simply isn't enough payroll allotted in the budget and there weren't any issues last year that would warrant the need. Rob also reminded everyone on the meeting that when you swipe your card, it is recorded as you. Anyone you let into the gate is now your responsibility if there is an issue. Mario also asked if we are going to start having meetings in person again. Rob stated that we are looking for the available technology to be able to do both. Currently we have more people attending our meetings because they are virtual.

4. Maintenance - John was not present
5. Asset & Project Management - Michael has nothing to report, but will have a report for April.
6. Compliance & Controls – Heather was not present at this time, but later stated she had nothing to report.
7. Building & Planning - Katherine reported 1 permit for a new home construction

8. Roads - Adam - We will begin the asphalt projects at the end of March/beginning of April. Adam and Dante from Mottola's Paving will be meeting soon to discuss upcoming projects to get quotes. We are looking to also get quotes on 5 speed bumps to be placed on Drakes Dr and 5 more to be placed on Pin Oak Dr. We are still looking into the legal aspects of them to be completely confident there is no liability before installing them. We decided on speed bumps instead of speed humps due to performance results and cost. Property owner James Beck asked about the clearance height of the speed bumps and expressed his concerns with vehicles with low clearance. More discussion ensued including; speed bumps vs. speed humps vs. speed cameras. Ideas with different speeding issue solutions were put forth and discussions about our restrictions as a POA were brought into consideration. Adam reiterated that we are looking to solve our speeding problem with legal, financially responsible, and effective solutions. Adam will hold a special Enforcement meeting to discuss this situation.
9. Enforcement - Adam had nothing more to report
10. Operations - Collections update - Rob mentioned that we are doing great so far and only have about 100 properties not in good standing when we started with 286. Colleen would like some hard numbers to be able to post in the newsletter.

NEW BUSINESS

1. Annual Meeting - Decided on July 16th for the Annual Meeting and we will need to book the fire house again for the same time.
2. Correspondence - Tom Kervick would like to reinstate our Crime Watch program and he provided us with a [checklist for starting a neighborhood watch program](#) to review. We would support him to do that with a space to hold meetings as well as assist in communication. Property owner, Daniel Meader wrote a letter that was read stating that he is a proud and satisfied resident. He is also very impressed with the improved state of the clubhouse as well as the ability to utilize the facilities. He also wrote to state that even though most people voted for no dues increase, maybe there is a way people in our community can give in other ways like donations of materials, physical labor that might also bring the community together. The board decided it would be great to reach out to him and see if he would be willing to be an organizer of such things. This would be a huge help to beautify the entrances once we install the new signs.
3. Other new business - Adam had a few proposals and talking point items to discuss tonight: We have a [quote from ProMax Fence Systems](#) to complete the Leslie Land pool area. We currently have \$20,000 budgeted for this project, but the quote came in for \$21,352.00. Asphalt in the Leslie Lane courts should be done early April and the fence and new gates should follow quickly and be complete mid May. Adam suggested we do concrete around the entire area around the pool to the fence. This would cut down on maintenance costs and look much nicer. He will get proposals to see the cost for that as well as the sidewalk from the pool to the parking lot which would be moved from the far right side of the pool to the back side closest to the new parking lot. Matt suggested getting a quote to see what the cost difference would be to pave the walkway from the parking lot to the pool instead of concrete. Adam explained that we have hit our target income to be able to pass funds into our reserves and those reserves could fund these projects. *Adam motioned to accept and approve the proposal from ProMax Fence Systems for \$21,352.00 to complete the Leslie Lane project fencing with the \$1,352.00 overage to come from deferred maintenance, Colleen 2nd. Motion Passed with 10 yes and 2 absent. Adam motioned to accept and approve the Control Security quote so they can procure all materials needed except for audio not to exceed \$5,386.00 with the cost to come from deferred maintenance, with the caveat that Adam will*

pay the cost for the telephone poll since he pre-authorized the work to be done yesterday to prevent an 8 week delay, Jessica 2nd. Kathy motioned to cancel the previous motion due to the fact that Adam should not have to pay for the telephone pole. He was acting in our best interest, Colleen 2nd. Motion Passed with 10 yes and 2 absent. Adam motioned to accept and approve the [Control Security quote](#) so they can procure all materials needed except for audio not to exceed \$5,386.00 with the cost to come from deferred maintenance, Jessica 2nd. Motion Passed with 9 yes, 1 abstention and 2 absent. Adam mentioned some new ideas and showed us some [draft concept blueprints for clubhouse renovations](#). Discussion on the plan and our options ensued. We need about \$5,000.00 to do the offices this year, and the bathroom renovations will be a future reserve spend. The good thing about these remodel plans is that we will finally be ADA compliant. Adam motioned to transfer \$5,000.00 from the general funds balance to the repair and replace fund, Matt 2nd. Motion Passed with 10 yes and 2 absent.

Meeting Adjourned - Motion: Rob - 2nd: Adam at 10:19pm