

Board Meeting Minutes – Watson Run HOA
Date/Time: Monday, September 14, 2020 at
1PM
Location: Clubhouse

Board Members:

Fran Cannon
Dave Schultze, last meeting as an executive board member.
Dan Sweeney
Rob Peters
Vicki Michuck

Meeting Minutes

Call to Order: Fran Cannon called the meeting to order at 1:00PM. Please note that some members of the executive board and WCPAM met at the clubhouse at 12:30pm to discuss special projects and associated costs. No decisions were made during that informal discussion. **Approval of Meeting Minutes:** The executive board unanimously approved the August 2020 meeting minutes. The executive board noted that they will keep the board meeting minutes approval process the same (approving meeting minutes at the next board meeting) but WCPAM will distribute the minutes to the executive board via email beforehand.

Item 1: Old Business/Committee Reports & Updates

- A. Updates on Maintenance Projects – what is completed and what is next; Helping Hands Committee update; questions about mailboxes and posts (common elements – who is responsible for repairs and maintenance); revisit proposal for new walkway at back pool gate.

*The Helping Hands Committee finished their power-washing projects and will complete a walkway project around the pool gate which was approved by the executive board. **The executive board unanimously approved \$375.00 to replace and purchase needed kitchen items for the clubhouse. The executive board unanimously approved having the Helping Hands Committee clean and paint the actual mailboxes one-time for homeowners. However, homeowners are responsible for any actual mailbox replacement needs – the HOA is responsible for repair and/or replacement of all mailbox posts. Dan Sweeney will research mailbox options and present them to the executive board. ***WCPAM will ask the streetlight vendor to clean the streetlight lamps.

- B. Updates on Special Landscaping projects – Dan Sweeney provided the executive board with an update on the special DP landscape projects that were previously approved by the board. Dan Sweeney will update the board when the work is completed.
- C. Follow up on email from Jim Long on alarm hookup issues – WCPAM and Fran provided the executive board with an update on alarm issues with the change in vendor. WCPAM will work with the new alarm vendor to provide a question/answer pamphlet to homeowners.
- D. Update on Clubhouse Reorganization Project – Fran and Dave provided an update.

- E. Status of follow-up inspection and violations – WCPAM updated the executive board on violations throughout the community and the executive board directed WCPAM to continue following up/fining homeowners for non-compliance.
- F. Records on approval process for limited landscaping and no street tree for a certain homeowner – WCPAM verified with Berks that Berks approved this homeowner to have an alternate landscape plan. Berks noted there was no street tree planned for this corner lot.
- G. Status of proposed Clubhouse Committee – First informal meeting will take place on 10/5/2020 and Fran will report back to the executive board.
- H. Documents for meeting with Berks – recreational amenities study & issues along western boundary – WCPAM and Fran reviewed the documentation pertaining to the recreational amenities. Fran stated a vendor will inspect the amenities once Berks has completed them. WCPAM will follow up with Berks regarding the encroachments on the western boundary.

Item 2: Financials

- C. The executive board unanimously approved the August 2020 financial packet. D.
Balances as of 08/31/2020: CH - \$159,452.21 - Savings: \$209,081.17

Item 3: New Business

- A. Committee to mentor new residents (Vicki/Fran) – “Meet & Greet” for residents who moved in between 8/2019 and 8/2020 is being planned and applicable residents will be contacted.
- B. Watson Run website – WCPAM told the executive board that we provide a basic website to inform residents. Special requests for website add-ons or updates should be emailed to WCPAM by Fran Cannon and WCPAM will let the executive board know if we have the capabilities/time to perform special website update projects.
- C. Introduction of new board member (Bill Watkins) following resignation of Dave Schultze – reorganization
 - *The executive board unanimously accepted the resignation of Dave Schultze. The executive board feels Dave is a tremendous loss to the community, but they wish Dave and Karen well as they seek their new adventure.
 - **The executive board unanimously appointed Dave Schultze to the transition committee.
 - ***The executive board unanimously approved the appointment of Bill Watkins to the executive board to serve out Dave Schultze’s remaining term. Due to the executive board changes, the executive board reorganized and unanimously approved the below officers:
 - Fran Cannon - president
 - Rob Peters – vice president/secretary
 - Dan Sweeney - treasurer
 - Vicki Michuck – member at large
 - Bill Watkins – member at large

Item 4: Adjournment – the meeting adjourned at 3:00pm.