



Board Meeting Minutes – Watson Run HOA

Date/Time: Wednesday, February 27, 2019 1:00PM

Location: Watson Run Clubhouse

Board Members:

- Cindy Kady
- Dave Schultze
- Dan Sweeney
- Don Orner - Absent
- Joe Gonshor - Absent

Meeting Minutes

Call to Order: Cindy Kady called the meeting to order at 12:52PM.

Approval of Meeting Minutes: The board reviewed and unanimously approved the January 21, 2019 board meeting minutes.

Item 1: Old Business/Committee Reports & Updates

- A. ARCH Request #2-2019 Approved – 6 Wildflower – Replace 3 exterior lights
- B. Addendum – January 2019 Maintenance Committee Report submitted by Don Orner.
- C. Transition Update – WCPAM reviewed the transition progress with the executive board and noted there are several financial concerns on homeowner accounts from Esquire Management that WCPAM must look into. WCPAM will keep the executive board updated.
- D. Conflict of Interest Affidavit Update – All executive board members signed the affidavits. The executive board reviewed different “types” of conflicts and agreed to hold one another accountable for full transparency for the community. Executive board members are required to notify the full executive board regarding any/all potential conflicts of interest.
- E. Amenities Survey for Phase 3 – WCPAM notified the executive board that Berks Homes wishes to discuss the plan for phase 3 amenities.
- F. Arborist – The executive board asked WCPAM to engage an arborist.
- G. Office Storage for Important Documents – President Kady gave an update on the organization of the clubhouse office and the safe keeping of community documents.
- H. Water System Updates, Meetings, and Reports – The executive board discussed touring the water plant and WCPAM provided the executive board with updated. The executive board directed WCPAM to meet with Leacock Township’s manager.
- I. Middle Creek Court Action – Court is scheduled for March 11th. President Kady will attend on behalf of the executive board.



- J. Newsletter Dates – The newsletter will be sent to homeowners on the 1st of the month, as long as members of the Newsletter Committee send the draft 10 days in advance to WCPAM.

Item 2: Financials

- A. The board reviewed the January 2019 financial packet and determined that more time is needed to audit Esquire Management’s forwarded financials in order to determine if the financial data migrated into WCPAM’s system via Esquire Management’s financials are correct.
- B. Dan Sweeney Audit Update with CPA Firm – Dan Sweeney provided a draft audit letter by the CPA firm. The executive board directed WCPAM to perform a special project to verify all capital contribution monies were both received and properly deposited into Watson Run’s operating account under Esquire Management’s tenure.

Item 3: New Business

- A. Review of Newly Updates Rule #32 – Seasonal Decorations – The executive board discussed potentials updates to the rules and regulations. Dan Sweeny will finalize and submit to the executive board for final approval.
- B. Resolutions 1-3 (questions submitted by Joe Rothwein) – The attending executive board members were unaware of resolutions 2-3. Don Orner will be asked to provide feedback at the March meeting.
- C. Landscape Vendor Bid Reviews and Interviews
 - 1. Dooley Pyne – 2:00pm
 - 2. Tomlinson Bomberger – 2:30pm
 - 3. Total Package Landscape – 3:00pm
 - *Landscape firms that declined to bid for 2019: Shertzers, Willow Valley, and RPI (removed their bid due to the untimely death of their president).
 - **After meeting with attending vendors, the attending executive board members chose Dooley Pyne landscaping with the caveat that the executive board members unable to make the meeting will have time to review the bids, ask questions, and weigh-in with their votes.
 - 4. Engineering Study – The executive board briefed WCPAM on the transition committees work regarding researching and finding qualified engineers for the Association’s engineering study.
 - 5. The executive board decided that the public meeting will be held on Monday, April 8, 2019 at 7:00PM and the Meet the Candidates night will be held on Monday, April 1, 2019 at 6:30PM.

Item 4: Adjournment - The meeting adjourned at 3:40PM