

Board Meeting Minutes – Watson Run HOA  
Date/Time: Wednesday, August 19, 2020 at 1PM  
Location: Clubhouse  
Board Members:

- Fran Cannon
- Dave Schultze
- Dan Sweeney
- Rob Peters
- Vicki Michuck

## Meeting Minutes

**Call to Order:** Fran Cannon called the meeting to order at 1:00PM.

**Approval of Meeting Minutes:** The executive board unanimously approved the July 2020 meeting minutes.

### Item 1: Old Business/Committee Reports & Updates

- Updates from Berks – Berks will be sending out dates for a meeting with the executive board to review all outstanding projects throughout the community.
- Update on agreements with Myron – Response to request for his input on status of previous formal/informal agreements. Myron agreed that pond-B is his responsibility.
- Update on Maintenance Projects –
  - Wishing wells proposal – the Helping Hands Committee will be completing this project and 4 board members approved (1 board member abstained for potential conflict of interest reasons) for WCPAM to reimburse the Helping Hands Committee without full board approval up to \$1000.00 by writing reimbursement checks to the committee chairman, Ron Cannon. Ron Cannon will keep detailed receipts and must submit them to WCPAM for reimbursement. Rob Peters is the executive board member assigned to be the liaison to the Helping Hands Committee.
  - Landscaping around clubhouse proposal from Dooley Pyne (Dan) – The executive board unanimously approved #7 and #8 of Dooley Pyne’s proposed landscape bids. Dan Sweeney will communicate the selections to Dooley Pyne and copy WCPAM and Fran Cannon.
  - Proposal from Ron Cannon for work to be completed by the HH Committee – The executive board reviewed HH Committee proposed maintenance projects, including: painting pool furniture, cleaning out pool shed and closet, repairing wishing wells, and painting/repairing gate at front entrance.
- Update on Helping Hands –
  - Organizational Meeting was held on 8/4, Chairperson, Ron Cannon.
  - 1<sup>st</sup> project completed on 8/17 was power washing fences at front entrance.
  - Liability & waivers; streetlight cleaning; budget? – The executive board discussed each of these topics and noted that Rob Peters may oversee all projects up to \$1000.00 (budget dependent) and provide his approval to WCPAM and HHC. Any project above \$1000.00 will require a full executive board vote. The executive board noted that a waiver is not necessary for volunteers. The executive

board did note that anything involving electricity must be handled by a certified and insured electrician.

- E. Clubhouse Fire Extinguisher Updates – Clark’s came to the clubhouse and inspected 2 out of the 3 fire extinguishers (one was in a locked room). Clark’s will service all 3 fire extinguishers during their next visit in August.
- F. Clubhouse reorganization project status – (Fran/Dave)
  - Kitchen & Community Meeting Room, Utility Closet, Pool Shed/Pump Room – The executive board agreed that some housekeeping was in order.
- G. Clubhouse Operating Procedures & Clubhouse Committee (Fran) – The executive board discussed clubhouse operating procedures and noted that a clubhouse committee may be forthcoming. More information will be provided when available.

**Item 2: Financials**

- A. The executive approved the July 2020 financial packet.
- B. Balances as of 07/31/2020: CH - \$141,476.93 - Savings: 205,313.69

**Item 3: New Business**

- A. Triple H Discussion – WCPAM and the executive board were unhappy that Triple H did not make either aware of their impending acquisition. WCPAM/Fran Cannon will ask Triple H questions to provide homeowners with information regarding the change.
- B. Homeowner Grievances (dog, exterior condition of home, property line infringements) – The executive board discussed several issues and tasked WCPAM will following up with the applicable parties.
- C. Clubhouse Security & Keys – WCPAM will have a locksmith join the next executive board meeting (if able) to discuss better security measures.
- D. Date for Pool Closing – The pool will close on September 30, 2020.
- E. Resale Certification Proposal & Welcome Packet for New Residents – The executive board discussed the current resale process and may make changes.

**Item 4: Adjournment – The meeting adjourned at 3:45pm.**