

Board Meeting Minutes – Watson Run HOA
Date/Time: Monday, May 18, 2020 at 1PM
Location: Zoom Meeting

Board Members:

- Fran Cannon
- Dave Schultze
- Dan Sweeney
- Don Orner
- Rob Peters

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 April 20, 2020 meeting minutes.

Item 1: Old Business/Committee Reports & Updates

- A. Berks updates – amenities, transition, & painting of porches/walkways – 55 & 57 Pleasant walking path and sidewalk. The sidewalk will be completed ASAP and the walking path is unable to be macadam because of the fiber optic interference. The executive board requested if an alternative was an option and Berks' has not responded.
- B. Status of agreements with Myron – road access, grass clippings, water tower, etc. – WCPAM gave an update that noted Myron's attorney is reviewing the water tower agreement. No road access agreement was ever executed and Myron feels the grass clippings are on his property but he will not continue to dump the grass in that area.
- C. Status of repairs/concerns and maintenance projects – pool, clubhouse cleaning, flooring, and signs – WCPAM will have the flooring contractor return to correct the flooring door issue and the signs will be repaired as soon as the carpenter is able.
- D. Vendor clubhouse cleaning proposal – The vendor is recommending a bi-weekly cleaning which includes: vacuuming and mopping all floors, disinfecting and cleaning the fitness equipment, disinfecting and cleaning all hard surfaces throughout the community building, disinfecting and cleaning the bathrooms and dusting. The cost for bi-weekly cleaning services will be \$200.00 per cleaning. If the executive board wishes to retain their current cleaning company, there is an alternative option that will be discussed at the board meeting. **Vote: the executive board unanimously approved the bi-weekly cleaning, offered by Paula Cleaning Services.**
- E. Status of water reimbursement checks – WCPAM will be mailing out the last of the checks. To date, over 90% of the checks have been cashed.
- F. Status of revised bylaws – Tabled until annual meeting.
- G. ARC updates/concerns/questions – All stakeholders: executive board, WCPAM, and the ARC are now on the same page regarding the receipt, review, and decision notification process.
- H. Feedback on rules enforcement and penalties – The executive board discussed rule enforcement and noted that continual violations will result in fines.

Item 2: Financials

- A. The executive board unanimously approved the April 2020 financial packet.
- B. April 30, 2020 ending balances:
 - Checking - \$154,130.51
 - Savings - \$193,513.82

Item 3: New Business

- A. New transition issues – Engineering study needed for Phase 3; surveying property lines and placing markers if needed to help deal with encroachment on the western boundary.
Vote: Kipcon to complete a phase 3 engineer study – unanimously approved by the executive board. WCPAM will reach out to Berks about surveyed property lines.
- B. Suggestions for two “new” committees – possible “rebranding” of the former TLC and Maintenance/Service committees – The executive board discussed the addition of former and new committees. The executive board agreed that committees do not have to be sanctioned by the executive board and residents are free to provide help and support to one another.
- C. Options for community meeting and elections (3 board members attended a CAI question and answer information session on this topic) – Fran Cannon will send a survey out to the community to gauge their feelings on holding a virtual meeting.
- D. Re-opening amenities and common areas – Can we re-open? Should we re-open? How can we accomplish this safely and cost effectively, and stay within the governor’s guidelines? (Fran attended the CAI Webinar on Re-opening and has shared the recording of this event with the rest of the board) – The executive board decided to follow CDC and state guidelines. The executive board will update the community on reopening as information becomes available.

Item 4: Adjournment – The meeting was adjourned at 3:32PM

Special Board Meeting Minutes – Watson Run HOA
Date/Time: Wednesday May 27, 2020 at 1PM
Location: Zoom Meeting

Board Members:

- Fran Cannon
- Dave Schultze
- Dan Sweeney
- Don Orner
- Rob Peters

Meeting Minutes

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

Item 1: Pool Reopening – The executive board unanimously voted to re-open the pool using the CDC and state guidelines. Pool rules specific to COVID-19 and social distancing will be emailed to the community. WCPAM will schedule Aqua-Docs for cleaning prior to the pool reopening. The clubhouse will remain closed until further notice.

Item 2: Annual Meeting – The executive board unanimously voted to hold a virtual annual meeting after reviewing the survey results submitted by homeowners. The annual meeting is tentatively scheduled for Wednesday, July 15, 2020 at 6PM. Homeowners will receive a 30-day notice and annual meeting informational packet.

Item 3: Water Agreement - WCPAM notified the executive board that all stakeholders have signed the water release agreement and Watson Run no longer has any ownership responsibilities or obligations to the water system and/or the land to which the water system currently sits.

Adjournment – The meeting adjourned at 2:14PM