

Date/Time: Monday, October 19, 2020 @ 1PM

Location: Clubhouse Board Members:

- Fran Cannon
- Rob Peters
- Dan Sweeney
- Vicki Michuck
- Bill Watkins

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 September 2020 meeting minutes via email but officially approved the meeting minutes at the October meeting.

Item 1: Old Business/Committee Reports & Updates

A. Committee Updates

-Helping Hands – Fran & Rob discussed completed projects; noted the pool walkway upgrade was in progress; and discussed future projects with the executive board.

-Clubhouse Committee – Fran reviewed with the board a list of interested volunteers, the draft of the inspection checklist, and a rough draft of a possible clubhouse rental agreement.

-Welcome Team – Vicki and Fran discussed possible volunteers for Watson Run’s “Welcome Team,” directory additions and renaming the Resident Directory to the Resident Handbook. The executive board unanimously approved the “Welcome Team” committee. Vicki and Fran briefed the executive board on a potential “Meet & Greet” process for welcoming new residents. **B. Vendor Updates**

-Alarm Monitoring/SSC – WCPAM noted that SSC has not provided Watson Run with a contract. Fran and WCPAM discussed resident concerns, costs and questions pertaining to SSC’s acquisition of fire monitoring services and WCPAM requested information from the township as to whose responsibility fire alarm services fall (HOA or resident?)

-Trash – WCPAM will contact the current trash hauler and discuss the contract entered by Esquire Management.

-Cleaning – Fran will create a sign for the clubhouse cleaner to post whenever they need to close the clubhouse for cleaning.

C. Outside Maintenance Vendors

-Streetlight cleaning – Vendor suggested to wait until Streets are completed and no further basin work. Cleaning comes out to about \$15.00/light pole. WCPAM will make certain the cleaning covers the entire light fixture.

-Locksmith – Bill Neff, from Neff’s Lock & Security met with the board to discuss clubhouse security needs. Bill Neff will provide Watson Run with a bid for their next board meeting. **D.**

Violation Updates

-WCPAM noted that several residents are still not in-compliance and WCPAM will re-inspect in mid-late November.

E. Transition Issues

- Meeting with Berks – WCPAM will provide dates/times to the executive board for a meeting with Berks once Berks responds.
- Completion/inspection of basins & swales & future stormwater maintenance responsibilities – Both will be added to agenda to discuss with Berks.
- Kipcon evaluation of Phase 3 – Missing plats and plans – WCPAM will again request information from Berks homes.
- Status of agreements with Myron (Garden of Hope easement; use of clubhouse parking lot) – WCPAM followed up with Myron and to date, Myron has not responded.

Item 2: Financials

- A. The executive board unanimously approved the October 2020 financial packet. B. Balances as of 09/30/2020: CH - \$158,648.23 - Savings: \$213,348.42

Item 3: New Business

- A. 2021 Budget Discussion – board will table finalizing the budget until the November 2020 meeting.

Adjournment - The meeting adjourned at 2:45pm