

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
Tuesday, March 27, 2012 at 6:30 PM
Messiah Village Board Room

Attending: Duane Herman, Betty Dick, Dave Wenthe, Gina DiStefano, Lauren Forry, John Rieman, Patrick Gridley, Debra Wallet, Marie Clark, Joann Davis (manager)
Absent – Caitlin Taylor (pool manager)

1. **Call to order:** Meeting called to order by D. Herman at 6:35 PM.

2. **Homeowner concerns:**

608 Allenview Drive – When will the lawn maintenance begin and what are the responsibilities of the company providing lawn maintenance? Their lawn has had damage done from the weed whacker and new grass needs to be planted.

Shopes will re-seed and take care of it. They are responsible for the cutting and trimming at the townhomes. The homeowners are responsible for weeding their beds as well as trimming bushes and trees. AHOA will approach the contractor (Shopes) and tell them the problem. Bids have been put out in the past and Shopes is the only company who will take care of the snow removal, which includes clearing the sidewalks. They will do the snow removal if they are also contracted for lawn maintenance.

3. **Officer Elections**

- a. President: D. Wallet nominates D. Herman, G. DiStefano seconds, motion passes
- b. Vice President: J. Rieman nominates D. Wenthe, M. Clark seconds, motion passes
- c. Secretary: G. DiStefano nominates J. Davis, L. Forry seconds, motion passes
- d. Treasurer: G. DiStefano nominates B. Dick, D. Wenthe seconds, motion passes

4. **Committee Appointments**

- a. Architectural Control Committee: M. Clark nominates D. Wallet, L. Forry seconds, motion passes
 - i. Motion made by D. Wallet for Board to formally appoint the following people to the ACC: Joan Stokes, Joyce Elfreth, Linda Echards, Marie Clark, Susan Zangrilli, and Brad Stump. G. DiStefano seconds, motion passes. The committee is not closed and G. DiStefano will try to reach out to single family homeowners through Facebook for additional committee members.
- b. Recreation Committee: P. Gridley nominates G. DiStefano, L. Forry seconds, motion passes
- c. Nominating Committee: L. Forry nominates G. DiStefano, M. Clark seconds, motion passes
- d. Audit Committee: No nominations at this time.
- e. Budget Committee: G. DiStefano nominates B. Dick, P. Gridley seconds, motion passes
- f. Maintenance Committee: G. DiStefano nominates P. Gridley, L. Forry seconds, motion passes
- g. Publicity Committee: G. DiStefano nominates L. Forry, D. Wallet seconds, motion passes
- h. Gardening Committee: D. Wallet nominates M. Clark, G DiStefano seconds, motion passes

5. **Approval of minutes from the January meeting:** Motion to approve minutes by J. Rieman, D. Wallet seconds, motion passes

6. **Pool Report** – J. Davis on behalf of C. Taylor

- a. ADA Compliance: Allenview is not covered under the current ADA compliance requirements and does not have to comply. Legal counsel recommends consideration of the requirements. The consensus of the Board is to put it on hold until needed.
- b. Bathroom lighting and caulking: The light fixtures need to be replaced and the grouting needs to be done. P. Gridley and C. Taylor will work to contact electricians and Aqua Specialists.

- c. Attendance: The pool manager will be responsible for seeing that attendance is documented. At the end of the pool season it will be posted to the website. It was suggested a sign-in sheet be used for Adult Swim as well since there is a large turnout for that activity.
- d. Pool documents: Motion to approve posting the Party Registration Form and Agreement, along with the Pool Rules and Regulations to the website, by G. DiStefano, L. Forry seconds, motion passes.
 - i. P. Gridley will add a pop-up agreement to the site to restrict agreements to Allenview homeowners and residents only.
 - ii. C. Taylor can add “pool rented” to AHOA calendar on website.
 - iii. Discussion about the timing of the parties will be done at the April Board meeting.
- e. Newsletter information: The pool information for the next newsletter includes the Pool Rules and Regulations. The bold print under the rules and regulations should be changed to, “Lifeguards have the authority to temporarily exclude individuals from the pool area.” In addition, rule 10 should read, “No hanging on pool ladders or the lifeguard chair.”
 - i. Motion to approve the pool rules and regulations with the above changes by G. DiStefano, L. Forry seconds, motion passes
- f. Tables: C. Taylor would like to order tables and recycle one old table to use as the lifeguard table, painting it red. J. Rieman motions to approve, M. Clark seconds, motion passes.

7. President’s Report – D. Herman

- a. Letter from Township Manager: Township manager offered to attend a meeting in order to provide an update on recent developments. At this time, the Board will decline the offer.

8. Treasurer’s Report – D. Herman

- a. Things are coming together with regards to financial information. There will be further discussion in executive session.

9. Committee Reports

- a. Architectural Control – D. Wallet
 - i. 315 Elgin Circle: All of the shrubs in the front of the home have been removed. The ACC suggests sending a letter with an ACC request asking the homeowner to provide their plans to replace the shrubbery. J. Davis and D. Wallet will work on the letter.
 - ii. 842, 844, 846 Allenview fence replacement: ACC recommends approval with work being done by a licensed and bonded contractor, D. Herman seconds, motion passes. Further discussion about fencing will be on the agenda for April.
 - iii. 506 Allenview window replacement: The ACC recommends approving the window replacement with grids in the windows, G. DiStefano seconds, motion passes.
 - iv. 838 Allenview deck construction: The ACC recommends approving the deck and the sending of AHOA specs regarding the railing, M. Clark seconds, motion passes.
 - v. 314 Wister front door replacement: The ACC recommends approval of a door with ½ moon window on top and ½ windows on the sides, G. DiStefano seconds, motion passes.
- b. Recreation – G. DiStefano
 - i. Multi-family yard sale will be Saturday, May 5th with a rain date of Saturday, May 12th beginning at 7 AM. J. Davis will put advertisements in The Guide and The Patriot-News (Upper Allen section).
 - ii. National Night Out is Tuesday, August 7th. Facebook is being used to recruit volunteers. Working to make connections with local businesses. Information will be in the newsletter.
 - iii. Pool party will be the last Saturday in July.
- c. Nominating: no report
- d. Audit: no report
- e. Budget: no report
- f. Maintenance – J. Rieman
 - i. Parking lot from 802-848 is in poor condition and past the point of seal coating. There is a gutter drain that pours into the parking area and does not drain properly. There is also concern regarding the aging and disabled populations. This will be added to the agenda for April.

- ii. 836 Allenview requested Shopes does not use their second parking space for snow and tan bark dumping. B. Dick stated tan bark is to be delivered the first week of April. J. Rieman will mark an area to use for the tan bark delivery.
- iii. The front and rear entrances have a great deal of weeds. B. Dick said Shopes is schedule to take care of that this week.
- iv. When the painting and cement repair schedule is known, it should be posted on the website.
- g. Publicity: no report
- h. Gardening: no report

10. Manager's Report – J. Davis

- a. Vehicles:
 - i. 805 & 830 Allenview have vehicles not in compliance. The Board directs the manager to follow procedure for noncompliant vehicles.
 - ii. 834 Allenview would like to see the noncompliant vehicle letter be more specific with regards to the violation of the covenants and restrictions.
- b. 730-744 Roofing: A homeowner inquired if the roof has been replaced. B. Dick will look into it.
- c. Complaints made regarding a homeowner using visitor parking for a third vehicle. That parking area can be used as overflow parking.
- d. Townhouse lights: burned out bulbs will be replaced with softer white colored bulbs as the brighter ones are no longer available
- e. Playground weeds have been removed and playground area will need to be maintained (no spraying of chemicals) as needed. E. Davis suggested a new playground surface will be needed next year as most of the playground chips currently there have composted. Upon replacement, the old material should be removed, a weed barrier put down, and then new playground chips (not mulch) put down.
- f. 464 Allenview: Would like to know when front lawn will be replanted after plumbing issues. B. Dick will have the lawn taken care of when weather permits for the three townhouses affected.
- g. 805 Allenview has tires stacked in the front of the property. D. Wallet directs manager to begin the fine process and issue a letter to both the owner and tenant for removal of tires.

11. Other Business: none

12. Meeting Adjourned: 8:15 PM, March 27, 2012. Meeting went in Executive Session at 8:20 PM.

Next Meeting: April 24, 2012 at 6:30 PM in the Messiah Village Board Room

Submitted by: J. Davis