

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, January 27, 2015 at 6:30 PM
 Messiah Village Board Room

Board Member	Term	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
B. Dick	2015	X	X	X	X	X	X	A	X	X	X	A
G. DiStefano	2017	A	X	X	X	A	X	X	X	A	X	X
J. Forry	2016	X	X	X	X	X	X	A	X	X	X	X
P. Gridley	2015	X	X	A	X	X	A	A	X	X	X	X
I. Heath	2016	X	A	X	A	X	A	X	A	A	A	
J. Miller	2017	X	X	X	X	X	X	A	A	X	X	A
B. Stump	2016	A	X	A	X	X	A	A	X	X	X	X
D. Wallet	2017	X	X	X	X	X	X	X	X	X	X	X
D. Wenthe	2015	X	X	X	A	X	X	X	X	X	X	X

1. Call to order: Meeting called to order by D. Wenthe at 6:30 PM.

2. Homeowner concerns:

Elizabeth Leslie, 760 Allenvue

Ms. Leslie does not have any concerns. She wanted to attend the Board meeting to stay informed of what was going on in Allenvue.

Stephen Kline, 846 Allenvue

Mr. Kline has several questions and concerns for the Board.

A letter went out to his section of townhomes regarding trash being placed in a nearby section. Mr. Kline would like to know if it was directed at someone specifically. The letter was sent to the entire section because it was not known who in particular was placing trash in the wrong area.

Mr. Kline would like to know what is being done to collect outstanding dues and if there is anything put on the homeowners' credit report. The Association has hired a new attorney, who has sent 30 letters out in January to those with outstanding dues. There is now a plan in place to go after the homeowners that make up the majority of the debt. The attorney's intent is to give them a small period of time to come back and resolve the outstanding debt. If it is not resolved, the matter will go to court, which is defined in the letter. All costs associated with the attorney will come from the homeowner.

Mr. Kline noted in past minutes there was discussion about obtaining bids for fences. Mr. Kline knows some contractors, but inquired if there is an RFP. The Board requests the fences are like-kind and most townhomes will need to have their rear fence replaced, which is the homeowners' responsibility. It would be done similar to the roofing process where an entire row has the fence replaced at the same time. Mr. Kline will seek bids for fences in two areas that have requested replacements, 762-772 and 774-786. He will send the information to the Board.

Mr. Kline put an ACC request in for his electrical meter box to be replaced, which was received and approved last year. Since his work was completed, he has seen several other meters replaced, but has not seen approval for this in the minutes. It was acknowledged requests for the meters were not coming through ACC.

Mr. Kline asked if the Information Sheet for Prospective Board Members could be modified to state what actions they plan to take if elected to the Board. It is a good suggestion for the nominating committee to consider redrafting the form next year and maybe rewording the questions on the form.

Mr. Kline asked about a cable line going across the roof of 938 Allenvue and if that is permitted. It has been there for many years, but the ACC will take a look at it.

Mr. Kline asked about the windows at 701 Allenvue that slides back-and-forth and wanted to know if that was approved. There are two homes in the neighborhood that do not have double-hung windows. Because they have been in for so long, it was decided not to pursue anything.

Mr. Kline asked if there is a financial balance sheet available for viewing. An electronic statement is received from the accountant, which can be shared.

Mr. Kline wants to do significant construction at his home and when he previously asked about a dumpster in his parking space, he was told he could have it for one week. Mr. Kline would like to know how that was determined. If his contractor is requiring a dumpster for two weeks, will he need to remove it after one week and then bring it back for a second week in order to accommodate the contractor's needs? The Board originally decided no dumpster, but compromised and determined one week was sufficient time. If a proposal is submitted with details about the size of the dumpster, placement, and length of time, the ACC will give it further consideration.

Mr. Kline asked if there is a particular day/time that ACC walks the neighborhood looking for violations. There is not a set time as several ACC members check on things while out walking their dogs. Ideally, it would be best to have one homeowner in each section to check on things. If Mr. Kline would like to volunteer to do that, please let the ACC know.

3. **Approval of minutes from the December meeting:** Motion to approve minutes by D. Wallet, seconded by B. Stump, motion passes.
4. **President's Report – D. Wenthe**
 - a. The new attorney has moved forward with sending letters to collect outstanding dues.
 - b. The address in the by-laws and what is filed with the state records is incorrect. One suggestion was a mailbox at the pool, but there are logistical concerns with that. The other options are to use the manager's address or the attorney's address. D. Wenthe will check with the attorney to see if the state requires a physical address or if a PO Box can be used.
5. **Treasurer's Report –J. Davis on behalf of B. Dick**
 - a. Updated budget information was reviewed.
6. **Committee Reports**
 - a. Architectural Control – D. Wallet
 - i. ACC Requests
 - 1) An identical replacement of a rear patio door at 916 Allenvue Drive was approved.
 - b. Recreation – none
 - c. Nominating – G. DiStefano
 - i. B. Stump and D. Wenthe will help count ballots.
 - d. Audit – none
 - e. Budget – J. Davis on behalf of B. Dick
 - i. The proposed budget went out with the annual meeting information.

- f. Maintenance – P. Gridley
 - i. Full snow removal occurs when there is a snowfall of three or more inches.
- g. Publicity – none
- h. Gardening – none

7. Manager's Report – J. Davis

- a. Resale certificates/initiation fees
 - i. An outstanding resale certificate fee was collected for 726 Allenvue. An outstanding initiation fee was collected for 746 Allenvue.
 - ii. The resale certificate fee is still outstanding for 746 Allenvue. The resale certificate fee and homeowner initiation fee is still outstanding for 805 Allenvue. A second letter will be sent out.
 - iii. A resale certificate was prepared for 807 Allenvue.
- b. An email was received from 564 Allenvue regarding concerns about the driveways. D. Wallet looked up the definition of the word "maintain" and it is, "to keep in existence or retain." It does not mean to fix or replace. A letter of response will be sent to the homeowner.
- c. Tax information was received from the accountant and mailed.
- d. L. Echard from ACC spoke with the homeowner of 514 Allenvue over the phone regarding exterior maintenance. The homeowner arranged for his brother-in-law to come in early spring to trim shrubs and remove/replace certain ones. L. Echard reminded the homeowner that any removal/replacement needs approval first; the homeowner will get a request to the ACC. It was felt the homeowner understands the intent of the Board is to preserve the property value.
- e. A homeowner suggested in the News and Alerts section of the website to list "plow or no plow" so homeowners know if they need to shovel. She has shoveled in the past only to have the plow come through later. After discussion, the Board decided they would not be posting alerts on the website.

8. Other Business

- a. 330 Wister Circle and 932 Allenvue Drive
 - i. Both are being fined \$5 per day until the work requested is complete.
- b. G. DiStefano brought to the Board's attention several issues that may come up at the annual meeting. One is electronic voting, which G. DiStefano looked into, but it cannot be done unless the C&Rs are changed. The other issue, which has been addressed in the past, is using PayPal for dues.
- c. Committee chairs will need to prepare a report for the annual meeting.

9. Meeting Adjourned: 7:30 PM, January 27, 2015

Next Meeting: Annual Homeowners Meeting February 17, 2015 at 6:30 PM in the Messiah Village Community Room

Submitted by: J. Davis