

**ALLENVIEW HOMEOWNERS**  
**Board of Directors' Meeting**  
 Tuesday, December 20, 2016 at 6:30 PM  
 Messiah Village Board Room

Board Member	Term	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Gina DiStefano	2017	X	X	X	X	X	N	X	A	X	X	
Jessica Miller	2017	X	A	A	X	A	O	A	A	A	A	
Debra Wallet	2017	X	X	X	X	X		X	X	X	X	
Kim Deiter-James	2018	X	X	A	X	X	Q	X	X	X	X	
Linda Echard	2018	X	A	X	X	X	U	X	X	X	X	
Meg Kelly	2018	X	X	X	X	A	O	X	X	X	X	
Jon Forry	2019	X	X	X	A	X	R	A	A	A	A	
Brad Stump	2019	X	A	X	X	X	U	X	A	X	X	
Bryan Simmons	2019	X	A	X	X	X	M	A	X	X	X	

*Also in attendance: J. Davis, Manager*

1. **Call to order:** Meeting called to order by B. Stump at 6:32 PM.
2. **Homeowner concerns** none
3. **Approval of minutes from the November meeting:** Motion to approve minutes by M. Kelly, L. Echard seconds, motion passes.
4. **President's Report**
  - a. Judgments were made in favor of Allenview HOA for outstanding dues.
  - b. The attorney continues to work on collecting what is owed and enforcing judgments.
5. **Treasurer's Report** – B. Simmons
  - a. Updated financial statements were reviewed.
6. **Committee Reports**
  - a. Architectural Control – D. Wallet, L. Echard
    - i. ACC Requests
      - 1) 454 Allenview sent an email response to the denial of their request for plantings on common property. After discussion, the Board agreed the plantings should still be removed, but the grass area will be added to the list of areas needing to be reseeded in the spring.
    - ii. Other items
      - 1) 600 Allenview was assessed a \$100 fine for not addressing exterior maintenance issues. Nothing has been done within the ten days given, so the fine process will continue.
      - 2) 400 Allenview was given ten days to remove the trailers and the trash. There has been some improvement, but items are still being stored improperly so another letter will be sent.
      - 3) 627 Allenview was sent a letter specifying exterior items that needed to be addressed. The homeowner was given thirty days to take care of things or another letter will be sent giving an additional ten days and then the fine process will begin.
      - 4) 900 Allenview was sent a letter about gas cans being stored improperly. The homeowner addressed the problem with the tenant and it has been resolved.

- 5) 909-911 Allenvue was sent a letter about items not being stored properly and was given ten days to correct the violation. Another letter will go out and the fine process will be started.
  - 6) 914 Allenvue was sent a letter about items not being stored properly and was given ten days to correct the violation. M. Kelly has spoken with the homeowner who stated the items will be moved.
  - 7) 950 Allenvue was sent two letters, one about trash cans not being stored properly and one about multiple satellite dishes on the roof. The trash cans are now stored properly, but a fine letter will be going out about the satellite dishes if they remain.
  - 8) 928 Allenvue has been storing trash cans improperly. The homeowner will be sent a letter giving ten days to resolve the problem.
- b. Recreation – none
  - c. Nominating – G. DiStefano
    - i. Three information sheets have been received.
    - ii. Volunteers are needed to help count ballots in February. L. Echard, B. Stump, and D. Wallet will help.
  - d. Budget – B. Simmons
    - i. B. Simmons and B. Stump met with the accountant to discuss the breakdown of the budget.
    - ii. The budget will be finalized for mailing in January with the annual meeting information.
    - iii. D. Wallet moves to approve a budget showing single family home dues being \$137,475 and townhome dues being \$163,125, which will result in no change to the proposed dues for either single family homes or townhomes, G. DiStefano seconds, motion passes.
  - e. Maintenance – B. Stump
    - i. The TruGreen contract for 2017 is the same as 2016.
    - ii. Shopes will remove leaves at some point this week.
    - iii. Good's finished up some tree work for 2016.
  - f. Publicity – J. Miller
    - i. The Allen Views newsletter was sent to Konhaus for printing and mailing. It was also posted on the website.

**7. Manager's Report – J. Davis**

- a. A resale certificate was prepared for 816 Allenvue Drive.
- b. An email was received regarding possible damage to trees and electric housing behind 828 Allenvue when an appliance was delivered to another home in that building. Comcast was contacted and someone will be out to look at the post on 12/29. If it does belong to Comcast, they will repair it.
- c. Some of the solar lights at the entrance sign were damaged. E. Davis will replace the lights with a similar light.
- d. An email was received about a dog tie-out on common property. A letter will be sent to the homeowner stating that the tie-out is not allowed on common property.

**8. Other Business**

- a. There are no updates for 330 Wister Circle.

**9. Executive Session:** Motion by G. DiStefano to go into Executive Session at 8:22, M. Kelly seconds.

**10. Meeting Adjourned:** 8:26 PM on December 20, 2016.

**Next Meeting:** January 24, 2017 at 6:30 PM in the Messiah Village Board Room

Submitted by: J. Davis