

**ALLENVIEW HOMEOWNERS**  
**Board of Directors' Meeting**  
 Tuesday, June 28, 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							
Jessica Miller	2017	X	A	A	X							
Debra Wallet	2017	X	X	X	X							
Kim Deiter-James	2018	X	X	A	X							
Linda Echard	2018	X	A	X	X							
Meg Kelly	2018	X	X	X	X							
Jon Forry	2019	X	X	X	A							
Brad Stump	2019	X	A	X	X							
Bryan Simmons	2019	X	A	X	X							

*Also in attendance: J. Davis, Manager*

1. **Call to order:** Meeting called to order by B. Stump at 6:36 PM.
2. **Homeowner concerns** none
3. **Approval of minutes from the May meeting:** Motion to approve minutes by M. Kelly, K. Deiter-James seconds, motion passes.
4. **Pool Report** – G. DiStefano
  - a. Things continue to go well at the pool. The number of parties have increased as have the number of registrations.
5. **President's Report** – B. Stump
  - a. The attorney continues to work on collecting outstanding dues.
  - b. L. Echard, B. Stump, B. Simmons met with Kostukovich Financial Group, LLC to discuss concerns and services the HOA is looking for. Kostukovic feels they can meet the needs of the HOA. The estimated range of cost was within the budgeted amount. The firm suggested starting July 1, 2016. B. Simmons, L. Echard, and B. Stump all recommend transferring accounting services. The recommendation is to transfer accounting services to Kostakovich. G. DiStefano motions that we switch accounting services from Boles Metzger Brosius and Emrick PC to Kostukovich Financial Group, LLC, M. Kelly seconds, motion passes. B. Stump will contact Kostukovich about moving forward. Once the change is made, information will be put into the newsletter to notify homeowners. There will be a transition process.
6. **Treasurer's Report** – B. Simmons
  - a. Updated financial statements were reviewed.
7. **Committee Reports**
  - a. Architectural Control - D. Wallet and L. Echard
    - i. ACC Requests
      - 1) 700 Allenview submitted a request to attach a rain barrel to the downspout. ACC recommends approval, M. Kelly seconds, motion passes with G. DiStefano abstaining.
      - 2) 530 Allenview submitted a request for a garage door replacement in the color almond. ACC recommends approval with clarification the door is without the windows at the top, G. DiStefano seconds, motion passes.

- 3) ACC approved an identical window replacement at 308 Allenview.
  - 4) ACC approved a roof replacement at 901-903 Allenview.
- ii. Other items
    - 1) A letter will be sent to 804 Allenview to remove a white picket fence in the front border, as was done previously for another homeowner.
    - 2) The ACC agreed not to do anything about the curtain installed at the rear of 454 Allenview. The silk plantings that were around the electrical box on common property have been replaced with real plantings. D. Wallet motions to send a letter to the homeowner stating the plantings are in common area and must be removed at the end of the season and the area returned to grass as it was previously, M. Kelly seconds, motion passes with D. Wallet, L. Echard, and M. Kelly in favor, G. DiStefano and J. Miller opposed, and K. Deiter-James and B. Simmons abstaining.
    - 3) There is a raised bed and an extended planting area at 724 Allenview. L. Echard motions to send a letter to remove the raised bed and at the end of the season the extended planting area against the patio, which should be returned to grass, B. Simmons seconds. Motion passes with L. Echard, B. Simmons, D. Wallet, M. Kelly, and K. Deiter-James in favor, G. DiStefano and J. Miller opposed.
    - 4) A deck railing at 722 Allenview was replaced with no ACC request. A letter will be sent asking for a request to be completed and submitted.
- b. Recreation – K. Deiter James
    - i. Two postings were made on Facebook regarding a pool party. Both times about 70 people viewed the posting and both times only one person expressed interest.
    - ii. K. Deiter-James does not feel it is worth the time and effort to plan a pool party when there is no interest from others to help and/or attend. The Recreation Committee would like to look into a fall festival block party. They will work on getting something out in the newsletter and using the bulletin board at the pool to communicate with residents.
  - c. Nominating – G. DiStefano
    - i. There will be three openings in 2017.
  - d. Audit – none
  - e. Budget – B. Simmons
    - i. The budget was reviewed.
  - f. Maintenance – B. Stump, J. Forry
    - i. A quote from Biting Recreation Inc. to replace the broken portion of the slide at the playground is for \$719.63. G. DiStefano motions to accept the quote, B. Simmons seconds, motion passes.
    - ii. The parking lot line and number painting for 900-942 and 802-848 was done on June 27<sup>th</sup>.
    - iii. Vern Shearer of PHD Service Co. will be out next week to repair the white fencing that was on the list of what was damaged during the snow storm. He will then look through the rest of the townhomes to see if there is any additional work to be done. B. Stump did look into the cost of removing the fences and received a quote for \$3,600 for one area. L. Echard stated that is a major change to the appearance of the townhome area and would need to be discussed. It would also need to be budgeted because it would be such a large cost. D. Wallet suggested J. Miller include something in the next newsletter to poll townhome owners about their feelings regarding the white fencing.
    - iv. Cumberland Masonry will be completing work at the end of July or early August. The work to be done in Allenview is a large project and therefore, needs a large amount of time to be scheduled. They will also submit a quote on work to be done from concrete damage during the snow storm.
    - v. The weeds under the electrical tower have been taken care of and will continue to be taken care of regularly.

- vi. Tree update – L. Echard
  - 1) Lenks removed the tree from behind the electric box next to 760 Allenview.
  - 2) Lenks trimmed and tied up the arborvitae behind 466-468 Allenview.
  - 3) Goods took care of the stumps in the wooded area by the pool.
  - 4) Problem with 5 stumps in neighborhood still needs to be corrected.
  - 5) Goods is coming through the neighborhood to see what needs done.
  - 6) Several hemlocks with disease were treated.
- g. Publicity – J. Miller
  - i. Please submit your information to J. Miller by July 18 for an August newsletter.
- h. Gardening – none

#### **8. Manager's Report – J. Davis**

- a. Resale certificates were prepared for 702 and 652 Allenview.
- b. Realtors are contacted by email when they list a property for sale in Allenview to make them aware of the C&Rs, by-laws, and information that can be found on the website.
- c. Emails were received regarding trash in common property areas. Letters had gone out to residents in the area. The letter will be posted in the next newsletter.
- d. There is a damaged metal pole on the climbing wall at the playground. J. Davis reached out to the company that would handle that piece of equipment to request a quote.
- e. 709 Allenview is for sale and closing is scheduled for July 1, 2016. The realtor reached out to the Board to ask if the current homeowners could pay the Association the money it would cost for a fence replacement and then the Association would give that to the new homeowners when the fence replacement is done. The Board is not responsible for the fence replacement. If the current homeowner would like to give the new homeowner the amount the fence would cost to replace they can do that. Currently only three out of the five homeowners are interested in replacing the fence.
- f. An email was received about stones in tanbark delivered to townhomes. There were no other complaints received. B. Stump will make Dan Shope aware of the complaint.
- g. An email was received asking if weeding would be done in the townhomes by the white fences. Shopes weeds twice per year. It was done once and will be done again in the fall.
- h. Letters went out to homeowners with outstanding dues. Those who had not responded to previous letters were given to the attorney.
- i. An email was received about grass clippings in mulch areas of townhomes. B. Stump will continue to talk to Dan Shope about that concern.
- j. House painting will begin mid-August for those scheduled in 2016.
- k. An email was received regarding the hanging of flags at 842 Allenview. Several houses in that building have flags. B. Stump suggests we ask for an ACC request including approval from the neighbors.

#### **9. Other Business**

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

#### **10. Meeting Adjourned: 8:23 PM, June 28, 2016**

**Next Meeting:** July 26, 2016 at 6:30 PM in the Messiah Village Board Room

Submitted by: J. Davis