

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, September 24, 2019 at 6:30 PM
 Messiah Village, The Martin Conference Room

Board Member	Term	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Gregory Bowden	2020	X	X	A	X	C	X	X				
John Burleson	2020	X	X	X	X	A	X	X				
Marie Yagel	2020	X	X	X	X	N	X	X				
Meg Kelly	2021	X	X	X	X	C	X	X				
Jill McCabe	2021	X	X	A	X	E	A	X				
Bernadette Thompson	2021	X	X	X	X	L	A	X				
Kerri Roeder	2022	X	X	A	X	L	A	X				
Bryan Simmons	2022	X	X	X	X	E	X	X				
Vivian Williams	2022	X	X	A	X	D	A	X				

X = Present, A = Absent, V = Vacant seat

Also in attendance: Joann Davis, administrative manager

1. **Call to order:** Meeting called to order by B. Simmons at 6:28 PM.
2. **Homeowner concerns:** none
3. **Pool Manager and Committee Report – M. Kelly**
 - a. The Board is in agreement there should be no smoking within the fenced-in area of the pool. There was discussion on setting expectations for next pool season for monitors who smoke during their shift.
 - b. Several people on the pool committee are looking to get more bids on the pavilion. They are meeting on October 8th. John Burleson will no longer serve on the pool committee, but his wife Karen will take his place.
 - c. Overall, the pool season was a success.
 - d. No-skid strips still need to be placed on the steps of the pool.
 - e. Once the pool house is winterized, items will then be moved into storage.
 - f. M. Kelly would still like to order four lounge chairs for the pool and child-sized Adirondack chairs.
4. **Approval of minutes from the August meeting:** Motion to approve the minutes by M. Yagel, K. Roeder seconds, motion passes with all in favor.
5. **President's Report – B. Simmons**
 - a. B. Simmons assigned K. Roeder to head up a committee to gather information regarding DNA testing of dog waste. The dog waste not being picked up has been an ongoing problem throughout the neighborhood. There was concern expressed with the initial collection of swabs and noncompliance. The committee will continue to gather information.
 - b. 726 Allenview was sold at Sheriff's auction. Per Pennsylvania law, only the past six months of outstanding dues can be collected.
6. **Treasurer's Report – J. Burleson**
 - a. For the amount of work being done, the HOA is still in a financially favorable position. The receivables are continuing to come down.

7. Committee Reports

a. Architectural Control – B. Thompson

i. ACC requests

- 1) 716 Allenview submitted a request for a like kind deck replacement, which ACC approved.
- 2) 740 Allenview submitted a request for a like kind window replacement for a broken window, which ACC approved.
- 3) 630 Allenview submitted a request to change deck boards, which ACC suggests approval if decking is natural color tone. This is a small patio deck that comes off a concrete pad. They want to replace the wood with Trek decking. ACC motions to approve, K. Roeder seconds, motion passes with all in favor.
- 4) 2105 Beacon Circle submitted a request to remove an overgrown Hinoki Cypress and replace it with a Gold Mound Spirea shrub. ACC recommends approval, M. Yagel seconds, motion passes with all in favor.
- 5) 2110 Beacon Circle submitted a request to remove a dying Oak tree in their backyard. ACC recommends approval, but the homeowner should submit a request form when ready to replace the tree. ACC recommends approval, G. Bowden seconds, motion passes with all in favor.
- 6) 744 Allenview placed a rain barrel at the side of their property. A letter was sent asking them to submit an ACC request form for the landscaping change. A request form was not received, but the rain barrel is no longer there.

ii. ACC concerns

- 1) Letters were sent to 906 and 704 Allenview for trash cans left out after trash pickup day. The issue at 906 has been resolved.
- 2) A letter was sent to 300 Allenview for a pile of slate rocks and sign advertising them for sale. They have 10 days to remove the rocks and sign.
- 3) There was discussion on how to soften the standard violation letters. After discussion, it was decided an enclosed note with the letter letting the homeowner know the enclosed is a standard letter to make them aware of a violation. K. Roeder and J. Davis will work together to draft something.

iii. Other

- 1) There was continued discussion about some type of sign or banner to advertise community events.
- 2) The ACC request form had minor revisions made and the updated form was posted to the website. A homeowner pointed out an older version remained on the website so the webmaster was contacted to fix that.
- 3) The committee will do quarterly walk-throughs of the neighborhood beginning the end of October. The committee has split into pairs and each pair will look at certain areas. There will be something in the newsletter to make homeowners aware of this.
- 4) J. McCabe will be meeting with the attorney and review the parking signs and where they will be placed as well as the snow/ice policy signs.

b. Recreation – T. Connolly

- i. October festival was cancelled due to lack of volunteers. T. Connolly is working to come up with something that would not require many volunteers to help. B. Simmons would like to see something that involves the children of the community. The Board will be at the pool handing out candy on Trick-or-Treat night.

c. Nominating – G. Bowden

- i. G. Bowden spoke to a few people about joining the Board and/or committees and will continue to talk with people.

d. Audit – no report

e. Budget – no report

f. Maintenance – B. Simmons

i. Trees

- 1) There was a request to have trees overhanging the roadway trimmed in front of 464-466 Allenvue. That area is not on the Good's proposal for trimming, but when B. Simmons meets with Goods in the spring for another assessment of the neighborhood, he will point this area out on their walk through.
- 2) K. Roeder asked if Good's sprays for preventative maintenance and B. Simmons confirmed that they do.
- 3) The results of the Survey Monkey lean towards removing and replacing the trees. The board discussed doing fewer trees so that they are every other home or shared between townhomes where possible.

ii. Painting and seal coating

- 1) The seal coating for the fall has been completed. The 946-960 building will be pushed to the spring due to the repair from Rogele and there not being enough time for Parvin Paving to fit it into their schedule. There are some visitor spots that still need to be painted.
- 2) Mailbox posts have been replaced and once that is completed, the numbers will be replaced as well where they are missing.
- 3) After the mailboxes are done, the townhomes scheduled for painting will be done.

iii. Concrete

- 1) Albright Concrete will be looking at a stoop that has pulled away. M. Kelly said she also has a stoop pulled away.

iv. Lawn care

- 1) There was an issue with the weed whacking in the 700s section. The lawn care company scattered mulch and left clippings on porches. One home had a garden light pushed over and another had landscaping matting left in pieces everywhere.
- 2) B. Simmons and J. Burlison are meeting with some lawn care companies to solicit some bids.

v. Other

- 1) The renter at 612 Allenvue reported tree waste and cut flowers being left in the pine tree area behind their home. There is also a large weed in the pine trees that needs to be removed.
- 2) The handyman will replace the fence post ball tops with flat tops, which are less inexpensive and hold up better. This process has been started in areas where the ball tops had broken off and he will continue so that it is the same throughout.

g. Publicity – M. Yagel

i. Please submit your ideas for the fall newsletter.

- 1) ACC would like to include a reminder that shrub changes for both townhomes and single-family homes require an ACC request form.
- 2) There will be information regarding landscaping and yard maintenance expectations, as well as parking expectations.

8. Manager's Report – J. Davis

- a. A resale certificate was prepared for 726 Allenvue Drive.
- b. A homeowner reached out because of water coming into the basement at the front of the home. The homeowner contacted Suez, since homeowners are responsible for the water lines, and Suez confirmed a burst pipe, which the homeowner is responsible for.
- c. There were complaints about people in visitor parking areas. G. Bowden looked into it and didn't see the vehicles in the spots, so it could be that they are frequent visitors, coming in and out of the parking spots.
- d. J. Davis continues working with the accountant to send notification about missed dues payments.

9. C&Rs/By-laws Update – J. McCabe

- a. J. McCabe is meeting with the attorney again and should soon have drafts finalized for the Board to review.

10. Meeting Adjourned: J. Burleson motions to adjourn the meeting and enter into executive session to discuss legal matters, M. Kelly seconds, motion passes with all in favor. Meeting adjourned at 8:30 PM on September 24, 2019.

Next Meeting: October 22, 2019 at 6:30 PM in The Martin Conference Room at Messiah Village
Submitted by: J. Davis