

Birch Hollow Estates PROPERTY OWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

June 8th, 2022

Minutes of the Board of Directors Meeting of the Birch Hollow Estates Property Owners Association, Effort, PA Held at the BHE Clubhouse at 6:30 pm on the 8th of June 2022.

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I. Community Input

1. A community member addressed community watch. Bob Jonas stated that they are currently in the process of getting signs placed.
2. Bob Jonas said the next door community group is growing to almost 200 members. All members have been confirmed as members in good standing.
3. Mr Jonas asked about WiFi use for the community. That is not possible at this time. Speed would have to be increased and there would have to be an acceptance process for users.

II. Call to order / Roll Call

Call to order 6:47pm

Officers Present: Katie Costa (President) Joy Rungo (VP) Jessica Zicker (Treasurer) Vincent Rodriguez (Co-Treasurer) Lisa Clarke (Secretary)

Directors present: Brenda Kenney, and Mary Ellen Revans

Also present: Justin Clarke (Business Association Manager)

There are 11 community members present.

III. Meeting Minutes Approvals

1. May Meeting Minutes Approved via email.

IV. Reports of Officers, Boards, and Committees

1. Covenants: reported by Jessica: Frank drove around and it is the same three offenders and all have been incurring fines since June.
2. Maintenance/Building and Grounds: reported by Vincent: Trees have been cut down near the entrance. The pool has been painted around the edge and pool depths made more visible. Cleaned out caulking, cement and paint. Repainted bathroom doors. Changed outlets, shower heads, and shower curtains. In the future he plans to paint the gate in front and roof work. In the near future he plans to clean out grass in the tennis court and add asphalt. Vincent welcomes all suggestions.

3. Recreation: reported by Jessica: last Saturday was the first night swim. We had a big turn out and our next is night swim is Saturday June 18th. Community yard sale is June 11th. Rain date is the following Saturday. The 4th of July party is being planned and birch hollow day will be sometime in August.

4. Welcoming Committee: reported by Brenda: The June 8th meeting was rescheduled for June 14th at 6pm.

5. Pool: reported by Justin: The pool is opened and running. The pool tech backwashed twice and checked/and added as needed chemicals. No complaints. A new rope is needed. Eventually new mats. Heaters always running. Temp is 81.

6. Treasurer: Check approvals: bank activity and transaction history. Checks printed up and including the 3rd of June.

7. Business Manager report: See report attached

V. Old Business

1. May committee reports approval: First by Lisa, second by Joy.

2. June committee reports approval: First by Lisa, second by Katie.

VI. New Business

1. New bank update: Account will be opened and working once the final signees, Justin and Jess, sign. Vincent has already signed. The amount left to be transferred from the old bank will be transferred slowly over the summer.

2. We previously agreed to move 12,000.00 to the money market account once the new bank had been established, however, our old bank is being used to pay bills and payroll only. All agree that the \$12,000.00 should move from old banks current checking account to the old banks current money market account. The new bank is only be used for deposits.

3. Mary Ellen voiced a concern regarding being \$20,000 over our pool budget. She also had a concern about writing off uncollected dues. Jess stated that these dues are not written off, however, they are in the books as unpaid.

VII. Adjournment

1. Meeting was adjourned at 8:09pm.

These minutes have been approved by the board of directors.

Lisa M. Clarke, Secretary

Managing Agents report June 8, 2022 (May)

Balance at EOD 06-08-22: \$64,544.12

Total out: \$10,261.46

Total in: \$11,566.33

Awaiting Deposit:

\$1,935.00 CASH

+\$2,265.00 Checks

\$4,200.00

Dues Owed:

2022 – 69 of 369 homes = \$20,355.00

2021 – 84/369 homes = \$24,780.00

Pool Business.

78/369 Badge Renewals

Awaiting completion of bank move, should be done by EOD 6-8.

Thank you to the Turners for the new TV.