

Minutes of the Board of Directors Meeting of the Birch Hollow Estates Property Owners Association, *Effort, PA*. Held at the BHE Clubhouse (145 Jay Road) at 6:30 pm on the 13th of July 2022.

I. Community Input

- Bob Jonas has given an update on the community watch signs. He attended the township meeting on the 5th. They are fine with all the spots that he picked for the signs.
- Children at play signs are also in the works. Does the township pay for those? Should they just go at the entrances? Bob will inquire.
- We will incur a cost no matter what. It may be better to just do it ourselves and possibly get donations, or money from the board. Maybe put a jar at the entrance. Three families are willing to purchase signs. As far as prices Bob will be in touch.
- The meetings are held at the chestnut hill township offices near the park.
- Bob Jonas asked if we are looking to replace a current seat on the board. The board is in the process of discussing it.
- Valerie Kaye asked where the nonsmoking section is. She asked if we can possibly move it to the grass area where it was originally intended, as people are smoking on the patio.

II. Call to order / Roll Call

Meeting called to order 6:56 pm

Officers present: Katie Costa-President, Joy Rungo-Vice President, Vincent Rodriguez-Co-Treasurer, Lisa Clarke-Secretary

Directors present: Brenda Kenney, Mary Ellen Revans

Also Present: Justin Clarke-Business manager/Pool manager

Jessica Zicker-Treasurer is present via phone call.

There are 10 community members in attendance.

III. June Meeting Minutes Approved Via Email

IV. Reports of Officers, Boards, and Committees

A. Covenants: As reported by Justin: The food truck and livestock violations have been fined. The dump truck was gone for a while but has been brought back and will be fined but it will not be sent until Justin checks to see if it is there on a consistent basis. Justin wants to get the schedule of when the roads will be paved. There is a text alert system for Chestnut Hill Township. The people who removed trees from the lot also removed trees from the neighbors' property.

B. Maintenance/Building and Grounds: as reported by Vincent: Cleaned up the first court, in the near future he will be filling the cracks. The second court is almost clear. A lot of pruning on the volleyball court. In the fall we will need to remove the pine trees near the court. In the future, he plans to sand and re-paint the gate out front. A lot of smaller jobs done such as some minor plumbing. The pickleball net was purchased with discretionary funds and Vincent donated some paddles. We got two new basketball nets.

C. Recreation: as reported by Lisa- The upcoming family night swim will be Saturday, July 16th, Birch Hollow day will be August 20th, 2 pm possibly a potluck similar to the fourth.

D. Welcoming committee: as reported by Brenda-Still going around to new neighbors with a gift, cards, and packets with information. One entrance sign has been taken down and we are repairing one at a time. The posts have been painted white. It was decided by the board during an executive session that the one sign will be repaired now for \$200 but the remaining signs will have to wait until next year's budget.

E. Pool: as reported by Justin-We are down one guard at the moment. Today and tomorrow will be a swim at your own risk as well as the one lifeguard. There is a fence being put around the heaters. There are quotes to redo the building around the pool, quotes to remove it and replace it as well as quotes to replace paneling ourselves one by one. The goal is to have the building done by next summer season. There is a new pool hose.

F. Treasurer: Check approvals-checks approved totaling \$19,220.78. This total includes the \$12,000.00 2021 reserve monies approved for transfer into the money market account.

G. Business Manager – Justin Clarke- See attached manager's report.

V. New Business

A. Executive decisions liaison to Managing Agent-This would be a person to tell the business manager/pool manager whatever information he needs from the executive meetings. It was decided that Lisa will liaison. If there is anything that shouldn't be relayed it would be said to not share it. We will keep a list for him as well and for ourselves so that we can make sure we get things done and not just talk about things.

-Joy brought up that it would be helpful to record meetings in the future.

B. Fall Newsletter: General Meeting/ Election Date

-Second Sunday on December 11th, election, and general meeting. 2 pm.

-Newsletter. The September newsletter will include dog licenses reminder, which is due in December. The proxy form, ballot, and election information will also go out in the newsletter. The budget committee meeting will be scheduled for September. The nominating committee could start touching base with nominees after the newsletter goes out and people start showing interest. Also included will be a lifeguard blurb and thank you as well as school bus stop safety information. The newsletter goes out the first week of September.

-The community center will be holding a meet your neighbors with coffee, tea, and cookies on Wednesday, July 20th at 11 am. This will be the first of many, so get informed of future dates and times for this event as well as others by staying connected on Facebook, next door, and our BHE POA website. <https://birchhollowestates.com/>

VII. Adjournment

-Meeting was adjourned at 8:11 pm.

These meeting minutes have been approved by the board of directors of Birch Hollow Estates.

Lisa M. Clarke
Secretary

Managing Agents Report July 13, 2022 (June)

Balance at EOD 07/13/2022:

Key Bank: \$31,486.29

Money Market: \$160,680.12

Recreation: \$128.46

Welcoming: \$373.10

Total out: \$28,072.97

Total in: \$0.00

Wayne Bank: \$6,205.52

Total out: \$0.00

Total in: \$6,205.52

Awaiting Deposit:

\$1,346.82 Checks

Total deposits for June: \$4,155.52

Dues Owed:

2022 – 52 of 369 homes = \$15,340.00

2021 – 80/369 homes = \$23,600.00

Pool Business.

Awaiting last reserve study quote, already have 2

Vincent and I are compiling all options for pool enclosure from remodel to tearing down and rebuilding. We hope to have all figures by August 2022 meeting.

Thank you to the Turners for removing the Old, dilapidated shuffle board courts.