

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
Tuesday, January 22, 2012 at 6:30 PM
Messiah Village Board Room

Attending: Dave Wenthe, Debra Wallet, Duane Herman, Gina DiStefano, Brad Stump, Patrick Gridley, Joann Davis (manager)

Absent – Betty Dick, Marie Clark

- 1. Call to order:** Meeting called to order by D. Herman at 6:30 PM.
- 2. Homeowner concerns:** none
- 3. Approval of minutes from the December meeting:** D. Wallet motions to approve the December minutes, D. Wenthe seconds, motion passes.
- 4. Pool Report – G. DiStefano**
 - a. G. DiStefano contacted Aqua Specialists about opening the pool. E. Davis provided a list of items to address prior to opening.
 - b. An email was sent to previous lifeguards to find out who was interested in returning. G. DiStefano will also be contacting Messiah and MASH to find other students interested in lifeguarding.
 - c. The large pool is in need of painting. Aqua Specialists is able to do it for \$1,700. There is room in the budget, so G. DiStefano will move forward with scheduling it to be done.
- 5. President's Report – D. Herman**
 - a. Regarding the issue of a lien on properties that are about to be sold or change ownership, the attorney said that the Association has an automatic lien and does not need to file anything. Our lien is before the mortgage holder. The attorney sends letters to both the homeowner and mortgage holder.
- 6. Treasurer's Report –D. Herman on behalf of B. Dick**
 - a. We spent \$24,500 more than we collected, but we had several sizeable projects this past year. Looking on an accrual basis, we made money because all of the dues are considered income.
- 7. Committee Reports**
 - a. Architectural Control – D. Wallet
 - i. D. Wallet moves the Board send a letter advising C. Poffenberger he failed to comply with ACC regulations by not submitting a request for prior approval of the door he installed, which does not conform to the neighborhood, and his door is not approved. D. Wenthe seconds, motion passes. J. Davis will work with D. Wallet to compose a letter.
 - ii. C. Poffenberger submitted a letter to the Board regarding the sealing of exterior bricks on homes. Homeowners who have requested for the brick to be sealed again have been told they are responsible for having it done themselves.
 - iii. There is concern regarding the siding color on the back of one of the reconstructed homes. D. Wallet will look at it and contact J. Davis if the color is nonconforming to the rest of the building and a letter will be sent to the contractor and owner.
 - b. Recreation – G. DiStefano (none)
 - c. Nominating – G. DiStefano
 - i. Five people are needed to help count ballots on Saturday, February 16, 2013 at G. DiStefano's house. It does not have to be Board members, but it cannot be anyone who is running. B. Stump, D. Wenthe, and G. DiStefano will count. B. Dick will be contacted to see if she is available and a fifth person will be found to help.
 - d. Audit (none)
 - e. Budget –B. Dick (none)

- f. Maintenance – P. Gridley
 - i. D. Wallet is concerned about the spots of grass removed from the snow plow. P. Gridley said Shopes will replant the grass in the spring.
 - ii. There is a large tree in front of 752/754 Allenvue that Shopes will club back, but it will grow and need to be addressed again in several years.
 - iii. Shopes recommends the removal of some trees and Goods has a proposal of work to be done on the trees. P. Gridley and D. Wenthe will discuss it with the maintenance committee to create a plan. D. Wenthe said the proposal from Goods for the 700-786 evens addresses work to be done on 50-60 trees, but it does not include the removal of any trees.
- g. Publicity – B. Stump
 - i. Allen Views were distributed the beginning of January. B. Stump will put something together following the annual meeting.
- h. Gardening – M. Clark (none)

8. Manager's Report – J. Davis

- a. Some homeowners who have received letters from J. Davis regarding outstanding dues have paid in full including the interest and some have paid, but did not include the interest. The Board feels the interest should be collected. The accounting firm should add that as an outstanding balance on the account.
- b. Resale certificates were prepared for 844 and 652 Allenvue Drive.
- c. Several homeowners have complained about the visitor parking in the 900 evens section. There is a covered sports car in a visitor parking spot during the winter. There is also a small trailer with an expired tag registered to a Harrisburg address. The visitor parking area is considered overflow parking and not enforced by the C&R's. The trailer is in violation of the C&R's and J. Davis will send a letter.
- d. There is concern from a homeowner about a neighbor who rents a property and is possibly running a business from the home, which has been causing parking problems. The homeowner was contacted about the parking issue and she will speak with the tenant. Upper Allen Township regulates businesses from home, so the concerned homeowner will have to contact the township for more information.
- e. One homeowner suggested delivering the Allen Views electronically to save money on postage. It is available for viewing on the website, but the consensus is that many homeowners prefer the paper copy. The Allen Views will be mailed out through bulk mailing.
- f. The parking lot lines recently painted are beginning to fade, despite two coats being applied. E. Davis feels possible moisture prevented the paint from setting in some areas and will re-paint faded lines in the spring when the numbers are done.
- g. A homeowner with cedar shakes is having some that are becoming loose and falling off the house. He would like to know who is responsible for the replacement of siding on the townhomes. The Board stated homeowners own the exterior of their home and are responsible for the replacement, but an ACC request must be submitted first.
- h. For the annual meeting, only the Board receives a paper copy and J. Davis will read the minutes to homeowners for approval.

9. Other Business

- a. The pool manager and assistant manager job descriptions from D. Zangrilli and C. Taylor were provided. D. Wallet asked G. DiStefano to look at the descriptions and update them as necessary.
- b. B. Stump looked into solar lighting fixtures for the Allenvue signs at Home Depot. One option is \$50 per light, it is adjustable, it lasts about ten hours fully charged, and it is weatherproof. You would have to see it in use to determine the amount of light it would produce. E. Davis will

pick up four lights from Home Depot to place at the signs so the Board can see how they will look.

- c. M. Clark had contacted the Board regarding PayPal as an option for dues payments. The fees would be an additional 2-3%. The processing time will expand because the accountant does not identify payments by name, but by address. It would be costly and not worth the amount of time it would take to process payments. Banks offer an automatic check payment service that is available and many homeowners take advantage of that service.
- d. At the annual meeting, there are several topics on the agenda for discussion. Each committee can discuss what they want. The primary focus is to get through the approval of the budget.

Meeting Adjourned: 7:41 PM, January 22, 2013; Meeting in executive session at 7:42 PM

Next Meeting: Annual Meeting, February 19, 2013 at 7:00 PM in the Messiah Village Community Room
Submitted by: J. Davis