

**ALLENVIEW HOMEOWNERS**  
**Board of Directors' Meeting**  
Tuesday, July 23, 2013 at 6:30 PM  
Messiah Village Board Room

**Attending:** Duane Herman, Patrick Gridley, Deb Wallet, Betty Dick, Dave Wenthe, Brad Stump, Gina DiStefano, Joann Davis (manager)

**Absent –** Jon Forry, Kevin Ruch

- 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 June meeting:** Motion to approve minutes with corrections by D. Wenthe, B. Stump seconds, motion passes
- 4. Pool Report – G. DiStefano**
  - a. One guard was fired for being consistently late.
  - b. So far there have been six pool parties and two more are scheduled. The annual pool party is on the 27<sup>th</sup>.
  - c. Concern was expressed about the condition of the bathroom floors. Power washing and bleaching were suggested, but ventilation and drying out are a concern. This will be considered at the end of the season.
  - d. Lack of tables continues to be an issue and need to be budgeted for. D. Wenthe recommends putting money in the budget for tables next year.
  - e. Vent fans are needed in both bathrooms, but would need to be budgeted for.
  - f. The Facebook page continues working well for guard communication.
  - g. D. Wallet inquired if there is coverage for Labor Day. G. DiStefano may be able to get some coverage from Messiah College lifeguards.
- 5. President's Report – none**
- 6. Treasurer's Report – B. Dick**
  - a. The budget from January-June 2013 was reviewed.
  - b. Financials as of June 30, 2013 were passed out as well as accounts receivable as of July 22, 2013. Balance owed is \$122,000. Some progress has been made in collecting outstanding dues.
- 7. Committee Reports**
  - a. Architectural Control – D. Wallet
    - i. The ACC approved an identical window replacement at 510 Allenvue and already sent an approval letter.
    - ii. The ACC recommends painting 450 Allenvue in new colors to get feedback from homeowners. There would be black shutters on the side and front with a new door color. P. Gridley motions for it to be done, D. Wenthe seconds, one opposed, motion passes.
    - iii. 786 Allenvue has weeds and poor exterior maintenance. The ACC proposes a letter be sent. G. DiStefano states some work has been done, so the Board asks that a letter not be sent at this time.
    - iv. 400 Allenvue has other exterior maintenance problems in addition to the stump needing to be removed. The garage door is in need of replacing, the plantings are incomplete, the swimming pool is not being used, and the utility box is in poor condition. The ACC recommends sending a comprehensive letter to address all exterior issues. J. Davis will contact the township regarding the pool. E. Davis will try to find out which company is responsible for the utility box.

- v. 322 Wister Circle has made substantial changes to front without ACC approval. The porch was expanded with pavers. A letter will be sent requesting an ACC form be submitted.
  - vi. 508 Allenvue added wood edging to the bed at the front of the townhouse, extending 4-5" above the grass. A letter will be sent asking for an ACC form to be submitted. The homeowner is new and may not be aware of the process.
- b. Recreation – G. DiStefano
  - i. The annual Allenvue pool party will be held Saturday, July 27<sup>th</sup>.
  - ii. National Night out is cancelled due to lack of interest.
- c. Nominating – G. DiStefano
  - i. Concern was expressed by K. Ruch's third absence. D. Wallet moves to ask J. Davis to inquire if K. Ruch will participate in the future and advise him that after three missed Board meetings members can be voted off the Board, D. Wenthe seconds, motion passes.
- d. Audit – none
- e. Budget – B. Dick
  - i. The budget was reviewed with the Treasurer's Report.
- f. Maintenance – P. Gridley
  - i. A finalized bid was received from McCorkel Construction for the basketball court to extend the court, resurface the court, and repaint it with skid proof paint. The committee recommends acceptance of the bid. P. Gridley motions to accept the bid, G. DiStefano seconds, motion passes.
- g. Publicity – B. Stump
  - i. B. Stump will make corrections to the current Allen Views as noted by the Board and submit them to J. Davis for distribution. G. DiStefano will send J. Davis the pool party flyer to enclose with the Allen Views.
- h. Gardening – P. Gridley on behalf of J. Forry
  - i. Shopes did planting throughout the neighborhood today. G. DiStefano asked if a reminder could be posted on Facebook requesting residents to help maintain the plants by watering them.

## **8. Manager's Report – J. Davis**

- a. A complaint was made from another homeowner regarding the exterior maintenance at 309 Allenvue. J. Davis contacted the homeowner, who has begun working to clean-up the exterior. The homeowner emailed pictures to show the work that has been done. The Board asked that the homeowner be thanked for her efforts and to keep communication open.
- b. The homeowners at 711 Allenvue started having leaks from the roof, which is original. Encore Roofing did proposals for the homes in that building, 711-719, which were mailed to homeowners. Two homeowners sought proposals from other companies. J. Davis will mail those proposals to homeowners with a letter asking homeowners to choose a contractor by August 10<sup>th</sup>.
- c. 500 Allenvue emailed the Board a letter regarding overgrown trees on the property. D. Wenthe confirmed one tree is encroaching on the home. He will look into having Good's take care of that tree.
- d. There has been no activity at 330 Wister Circle other than grass cutting.
- e. A letter will be sent to 338 regarding removal of the tree stump.
- f. A letter for 452 Allenvue was drafted regarding the fire pit to enforce the policy set by the Board. The letter will be sent to the attorney for review before sending.
- g. 315 Elgin has not made any changes. The Board will continue to wait for action by the homeowner.
- h. 832 Allenvue was sent a second letter about weeds on 7/8/13. If it is still not resolved by 8/7/13, another letter will be sent.
- i. 616 Allenvue was sent a second letter about shrubs on 7/8/13. The homeowner emailed a letter to the Board. J. Davis will respond and remind the homeowner she has until August 7<sup>th</sup> to take care of the shrubbery.
- j. 600 Allenvue still had toys, a grill, and a trashcan in the yard. Another letter will be sent.
- k. 602 Allenvue still has a trashcan in the yard. Another letter will be sent.

- I. 627 Allenvue was sent a letter on 7/8/13 regarding the exterior maintenance needed at the property. The homeowner was given until the end of July to complete the work. The homeowner called and asked for an extension past the end of the month in order to resolve the problem. The homeowner also asked for someone to do a walk-through citing what specifically should be done. The Board granted an extension to August 15<sup>th</sup> and asked J. Davis to communicate with the homeowner, letting her know she should work on trimming the shrubs and removing the weeds. Keep communication open and update the Board after some work has been done to show what improvements are being made.

**9. Other Business** (none)

**10. Meeting Adjourned:** 7:26 PM, July 23, 2013.

**Next Meeting:** August 27, 2013 at 6:30 PM in the Messiah Village Board Room

Submitted by: J. Davis