

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, April 24, 2018 at 6:30 PM
 Messiah Village, The Martin Conference Room

Board Member	Term	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Gina DiStefano	2019	X	A									
Robert Grohman	2019	X	A									
Bryan Simmons	2019	X	X									
Gregory Bowden	2020	X	X									
John Burleson	2020	X	X									
Marie Yagel	2020	X	X									
Meg Kelly	2021	X	X									
Jill McCabe	2021	X	X									
Bernadette Thompson	2021	X	X									

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

Also in attendance: Joann Davis, Manager

- 1. Call to order:** Meeting called to order by B. Simmons at 6:30 PM.
- 2. Homeowner concerns:** none
- 3. Executive Session:** M. Kelly motions to go into executive session to discuss legal matters, M. Yagel seconds. Executive session begins at 6:31 PM. Meeting resumes at 7:22 PM.
- 4. Pool report – M. Kelly**
 - a. There are three lifeguards returning, one new lifeguard has been hired, one interview is set, and another is being scheduled for an interview. Four lifeguards from Winding Hills were contacted and two expressed interest in working for Allenview with the agreement to work around the Winding Hills schedule.
 - b. The new baby pool sign came in.
 - c. Both pools have been drained. M. Kelly reached out to the painter but did not receive a response by email. She will try to reach him by phone.
 - d. The guard shack will need a new microwave. M. Kelly will also replenish other needed supplies.
 - e. A meeting is scheduled for May 12 with the lifeguards to start cleaning and getting set up. The lifeguards will be paid for their time.
 - f. There was some discussion about how to create a shaded area. This is something to look at in the fall when preparing the budget.
 - g. If weather is not good the pool will be closed.
 - h. Guards will be checking pool passes regularly, even if they know the person. You can have up to 6 guests per visit and you get ten visits.
 - i. A homeowner inquired about key fobs and offered to do some research into how other communities use them. The board agreed last month they were not in favor of them. The board again stated that the current system works and they do not want to be without lifeguards.
 - j. There will be cameras mounted in the pool area due to past incidents, which will come from the pool budget. B. Simmons will look into this.
- 5. Approval of minutes from the March meeting:** Motion to approve the minutes with corrections noted by M. Kelly, J. McCabe seconds, motion passes with all in favor.

6. President's Report – B. Simmons on behalf of R. Grohman

- a. The attorney's office continues to work on collecting outstanding debt and sent out more debt letters.
- b. A complaint was filed against a homeowner and a hearing is scheduled for May.

7. Treasurer's Report – J. Burleson

- a. The monthly financial statement was reviewed.

8. Committee Reports

a. Architectural Control – J. McCabe

i. ACC requests

- 1) ACC gave approval to 822 Allenvue Drive for a sliding door replacement.
- 2) ACC gave approval to 2106 Beacon Circle for a basement egress window.
- 3) The board reviewed the color requested for the roof replacement at 503 Allenvue Drive and approved the request. ACC sent a letter of approval.
- 4) ACC approved the new storm door replacement submitted by 2111 Beacon Circle.

ii. ACC concerns

- 1) Letters about proper storage of trash and recycling containers went to: 901, 936, 608, and 719 Allenvue Drive.
- 2) A letter went to the 758 Allenvue Drive to secure the back door, which was done.
- 3) 900 Allenvue removed the garden and spoke to the tenant about not using the chiminea being stored on the patio. The homeowner is going to have the loose fascia on the side of the home repaired.

iii. Other

- 1) 501 Allenvue has been in communication about landscaping work being done. Permission was given to remove existing, overgrown shrubs and an ACC request will be submitted before new shrubbery is planted.
- 2) 454 Allenvue Drive sent an email about the common area at the rear of the home. The homeowners installed plantings on the common area and the board at the time voted to have the plantings removed and returned to the original condition. The homeowners requested the HOA do a better job of maintaining the area and sent pictures. B. Simmons stated the goal is to look at areas to be reseeded and it will be put on a list. J. Burleson will show this area to Shopes. M. Yagel suggested small shrubs in the area and M. Kelly suggested ornamental grass. The concern with both was up the additional cost with upkeep. M. Yagel suggested doing it over a period of time in areas with a similar utility box. J. Burleson will speak to Shopes about ideas and cost.
- 3) There was a discussion on flags and that the HOA allows for the United States flag and a service flag.

b. Recreation – B. Simmons on behalf of G. DiStefano

- i. Winding Hills changed the date of their yard sale, so the date for the Allenvue yard sale was also changed. It will now be held on 6/2 with a rain date of 6/9. Ads will be placed by J. Davis in The Guide, on Craigslist, on PennLive.com, and on YardSaleSearch.com.

c. Nominating – none

d. Audit – none

e. Budget – none

f. Maintenance – B. Simmons

- i. B. Simmons is looking at the shaded areas where grass is not growing and working with Shopes to find out the cost to redo the areas. In particular, B. Simmons looked at the 600 odds area.
- ii. B. Simmons will continue looking at trees at the front of homes that need to be replaced and at areas where trees were removed and not replaced. It is not in this year's budget, but a list will be made and possibly budgeted for next year.

- iii. 534 Allenview Drive requested the replacement of a shrub damaged by Shope's. J. Burleson will talk to Shopes.
- iv. 568 Allenview Drive sent an email regarding tan bark and damage from the snow plow. J. Burleson will look at that area with Shopes.
- v. 605 Allenview Drive emailed about tan bark that was delivered in his parking space. J. Burleson stated Shopes decided to deliver the tan bark earlier than anticipated. J. Burleson will discuss with Shopes when and where the tan bark is delivered. Shopes tries to put the tan bark in the least disruptive area with the greatest access. 924 Allenview Drive emailed to find out if tan bark would be delivered in their area. M. Kelly stated the tan bark is placed at the far end of the parking lot and is not easily accessible. J. Burleson made note of this to discuss it with Shopes.
- vi. A homeowner expressed concern about the shrubs at one of the entrance signs. One sign is shaded and those shrubs are not doing well. The other side is in the sun and those shrubs are okay. J. Burleson will look at this with Shopes.
- vii. The playground work will tentatively start on May 11, depending on when the equipment is delivered.
- g. Publicity – M. Kelly
 - i. Information is being gathered for the next Allen Views newsletter. Ideas included noting about the cameras to be installed in the pool and park areas, the tree plan, a reminder not to use Facebook as a communication tool with the Board of Directors, the PPL information about work that will be done, and the fall festival.

9. Manager's Report – J. Davis

- a. A resale certificate was prepared for 746 Allenview Drive. The initiation fee and dues were received at the sale of 609 Allenview Drive, but the resale cert fee was not paid. The former homeowner was out of the country, but the realtor will reach out to the seller when she returns for the fee.
- b. Encore Roofing did minor repairs to replace shingles on the roofs at 952 and 960. The 946-960 building received a letter to being the roof replacement process.
- c. 711 Allenview Drive reached out about a shrub on the side of the home that had been put in by the HOA to replace a dead tree. The homeowner was seeking clarification on whose responsibility it was to maintain the shrub; it is the homeowner's responsibility.

10. Other Business

- a. There are no new updates on rewriting the C&Rs and Bylaws. J. McCabe is going to reach out to the attorney to schedule a meeting.
- b. There are no new updates on trash can storage and will continue to be an ongoing discussion.
- c. At the annual meeting it was asked if the monthly meeting agenda could be posted on the website. There was discussion by the board. It was determined it would be too costly to ask the webmaster to post the agenda each month. The agenda follows the same format each month, which is reflected in the minutes. The minutes are approved at the following meeting and posted soon after. Homeowners are always welcome to attend meetings.

11. Meeting Adjourned: J. Burleson motions to adjourn the meeting, B. Thompson seconds, motion passes with all in favor. Meeting adjourned at 8:44 PM on April 24, 2018.

Next Meeting: May 22, 2018 at 6:30 PM in the Martin Conference Room at Messiah Village

Submitted by: J. Davis