

**ALLENVIEW HOMEOWNERS**  
**Board of Directors' Meeting**  
 Tuesday, March 22, 2022 at 6:30 PM  
 Daybreak Church

Board Member	Term	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.
John Burleson	2023	X										
Lora Bueno	2023	X										
Marie Yagel	2023	X										
Alexandria Bowling	2024	X										
Lita Godoy	2024	A										
Emily Hansen	2024	X										
Jacob Fogarty	2025	X										
Sherry Lerch	2025	X										
Bryan Simmons	2025	X										

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

*Also in attendance: Joann Davis, administrative manager*

- 1. Call to order:** Meeting called to order by B. Simmons at 6:32 PM.
- 2. Homeowner concerns:** none
- 3. Approval of minutes from the January 2022 meeting:** Motion to approve the minutes by M. Yagel, A. Bowling seconds, motion passes with all in favor.
- 4. President's Report – B. Simmons**
  - a. New board members were welcomed. B. Simmons expressed appreciation to them for running.
  - b. A special meeting of the Board of Directors was held on February 28, 2022 at 5:30 PM, prior to the annual meeting. The purpose of the meeting was to elect officers, committee chairs, and review ACC requests that were submitted.
- 5. Treasurer's Report – J. Burleson**
  - a. The financials were reviewed. The HOA continues to be in good financial standing. We have asked the accountant to go to a monthly basis for the dues even though we are still currently quarterly. Many homeowners are paying monthly through their Bill Payer service. Overall, we should be pleased with the first two months of operation.
- 6. Committee Reports**
  - a. Architectural Control – L. Godoy
    - i. Formal approval of committee members: Emily Hansen, Lori Caffarella, Susan Herman, Kalila Warner, Marie Clark, Anna Fogarty. M. Yagel motions to approve, J. Fogarty seconds, motion passes with all in favor.
    - ii. ACC requests approved
      - 1) 450 was approved for an identical garage door replacement.
      - 2) 711 Allenview was approved to install an egress window in the basement.
      - 3) 920 Allenview Drive submitted a request for identical replacement windows, which was approved by the ACC.
      - 4) 2108 Beacon Circle was approved to install a black aluminum fence in the back yard.
      - 5) 811 Allenview was approved to remove the arborvitae along the side of the home and replace them with dwarf English boxwood.

- 6) 544 Allenview was approved for an identical window and patio door replacement. 544 was approved to convert their screened-in porch into a sunroom and attach a deck. 544 was also approved to move the heat pump to the side of the house so it would not be under the deck.
- 7) 568 Allenview was approved for an identical shrub removal and replacement.
- iii. ACC requests needing to be approved
  - 1) 718 Allenview submitted a request for a deck replacement. ACC recommends approval. J. Fogarty motions to approve, A. Bowling seconds, motion passes with all in favor.
  - 2) 544 Allenview submitted a request to make a change to their approved request. They would choose a brown colored decking material that looks like wood and use composite white railing with vertical black, round spindles. ACC recommends approval. M. Yagel motions to approve, J. Fogarty seconds, motion passes with all in favor.
  - 3) 530 Allenview submitted a request for a shrub replacement at the front and for a vegetable garden in the back. The request came in after the ACC meeting. J. Fogarty motions to approve the shrub replacements and the vegetable garden with the stipulation the garden is the same size as the existing flower bed and does not encroach on common ground, E. Hansen seconds, motion passes with all in favor.
  - 4) 906 Allenview submitted a request for a roof replacement. After discussion regarding the shared roof with 908 Allenview, M. Yagel motions to approve with a two-week window for the neighboring homeowners to discuss both roofs getting replaced together, S. Lerch seconds, motion passes with all in favor.
- iv. Other
  - 1) ACC will be doing inspections in the spring.
- b. Recreation – E. Hansen and L. Bueno
  - i. Formal approval of committee members: Cassy Leadbeater, Marie Yagel, Valerie Keller Lee, Roni Collier, Anna Mae Wickard, Gina Witmer. A. Bowling motions to approve, J. Fogarty seconds, motion passes with all in favor.
  - ii. There will be an event held in conjunction with the pool opening.
    - 1) There was discussion regarding food trucks, but those are difficult to schedule because they book far in advance. Instead of a covered dish, there is consideration of grilled items with packaged sides.
  - iii. A homeowner inquired about a yard sale date. It's normally held in conjunction with Winding Hills yard sale. E. Hansen will look into the date. In the past it has been in May.
- c. Nominating – A. Bowling
  - i. A. Bowling spoke with someone after the annual meeting who expressed interest in learning more about the Board. She will continue the communication with the homeowner.
- d. Audit – no report
- e. Budget – no report
- f. Maintenance – B. Simmons
  - i. A homeowner reached out with concern regarding the brush from McNaughton's property that was never cut back. J. Burleson had originally talked with McNaughton about that last year and was told it would be taken care of, but it never was. J. Burleson is planning to reach out to McNaughton on another issue and will ask what the plan is for the brush to be taken care of.
  - ii. There has been damage to the islands reported from trucks going through for Autumn Chase. J. Burleson will be reaching out to Upper Allen Township and/or McNaughton's about this concern.
  - iii. In the next couple of weeks, lawn fertilization will take place.
  - iv. There was an inquiry about mulch delivery. Last year it was the end of April. J. Burleson reached out to Four Seasons to see if they have a timeline for this year.
  - v. J. Costello power washed the entry signs. He also painted the letters in a gloss black.
  - vi. J. Burleson spoke to Four Season about the island and the need for better landscaping.

- vii. The painter will be starting the townhomes very soon.
- viii. The sidewalk in front the of the pool will be replaced soon. B. Simmons walked the neighborhood with Albright concrete to look at areas of concerns throughout the single-family homes. A letter will go out to single-family homeowners regarding the opportunity to have their sidewalk replaced at their cost through Albright while they are doing work in Allenvue.
- ix. Good's walked the neighborhood and created a proposal and outline of work needing to be done on larger trees.
- x. Parvin will be out to do lots #3, 9, and 12 for a seal and line painting.
- g. Publicity – S. Lerch
  - i. A draft of spring newsletter was presented for review and feedback. S. Lerch would like to recognize the Class of 2022 graduates. The Board is in favor of doing this. A posting will be put on the Facebook page asking people to reach out.
- h. Pool – J. Burleson
  - i. E. Hansen, M. Yagel, J. Burleson, and M. Kelly met on 3/21/2022 to review the upcoming pool season.
    - 1) The committee recommends rehiring M. Kelly as pool manager at a salary of \$4,500. The expectation would be the pool manager stops by the pool a minimum of three times per week, rotating the times she visits. The salary for pool monitors will remain at \$12 per hour. If needed, the pool manager could fill in for a monitor and would be paid the monitor rate. A. Bowling motions to approve the recommendations of the committee, J. Fogarty seconds, motion approved with all in favor.
    - 2) Pool hours will run 10:30 AM to 7:30 PM all season. The pool will open Memorial Day weekend and will be open the following weekend, then it will open daily starting June 10. The season will run through Labor Day weekend and the last day will be September 5. On Wednesdays, the pool will be open at 10 AM for senior swim. On Thursdays, there will be an adult swim 7-8:30 PM. Parties will be scheduled 7-10 PM and cost \$150. A. Bowling motions to approve the recommendations of the pool committee, J. Fogarty seconds, motion passes with all in favor.
    - 3) M. Yagel refined the forms needed at the pool to document various tasks and procedures. The forms were presented to the Board for review and feedback.
    - 4) There was discussion regarding the definition of a guest. The monitors can only go by what is on the registration form as those who are or are not considered to be a guest. Encourage monitors in their training to ask people when they register if there will be grandchildren visiting and if so, they should be listed on the registration form.

**7. Manager's Report – J. Davis**

- a. A resale certificate was done for 320 Wister Circle.
- b. J. Davis continues to notify homeowners about balances due on their accounts, particularly those homeowners with Bill Payer who may not have adjusted the amount to reflect the increase in dues.
- c. 830 Allenvue Drive was fined for improper storage of trash and recycling containers back in the fall. The homeowner is asking the Board to reconsider the fine. The Board reviewed the past emails and discussed the issues. The Board stated it is a consistent issue and the fine can be passed on to the tenant since they violated the C&Rs.
- d. J. Davis presented the idea of using door hangers for the painter to notify townhome owners prior to painting being done. Konhaus quoted \$219.41 for 1000 printed on 3.5x8.5" white card stock, 2-sided, with black ink only. The Board is in favor of having this done. J. Davis will reach out to the painter for information to be included, and then work with Konhaus to design the doorhanger.

**8. Meeting Adjourned:** M. Yagel motions to adjourn the meeting and enter into executive session to discuss legal matters, A. Bowling seconds, motion passes with all in favor. Meeting adjourned at 8:23 PM on March 22, 2022.

**Next Meeting:** April 26, 2022 at 6:30 PM, Daybreak Church