

## The Villas at Hershey Meadows Board Meeting Minutes

### Date/Time/Location of Meeting:

- May 5, 2010 (April's Meeting) at 630pm in the DSB Clubhouse Meeting Room

### Minutes Prepared By:

- Kim Cimarelli

### Purpose of Meeting:

- Expectations of Board, Management, and Homeowners
- Monthly Executive Board Meeting
- Old/New Business

### Attendance at Meeting:

<u>Name</u>	<u>Title</u>
Iain Hall	(IRH) President
Pat Sucec	(PS) Vice President
Ann McCann	(AM) Treasurer (Excused)
Kimie Cimarelli	(KEC) Secretary
Tami Dresher	(TD) Member at Large
Robbin Roth	(RR) DSB Management Company
Jim Brown	(JB) DSB Management Company

### Meeting Schedule:

- **Call to Order/ Roll Call at 6:30pm.:**
  - Announced by Iain Hall
- **Roll Call:**
  - Performed by Iain Hall.
- **Architectural Committee Report:**
  - **Approved items:**
    - Merlin Drive:
      - Planting Maple trees in common area to the east of the unit.
    - Merlin Drive:
      - Installation of underground piping connecting to storm downspouts on either side of property
      - Installation of short-retaining wall adjacent to patio
      - Increasing patio size with pavers
    - Peregrine Lane:
      - Installation of stairs from deck
      - Planting of Japanese Maple tree in rear of unit
- **Management Company Report:**

- PS presented status of past due accounts.
- JB announced that all maintenance and repairs have been or will be addressed for all homeowners. This includes long delayed replacement siding due to supplier issues. Due to fading of original siding some replacement will not be an exact color match
- Approval from Board for a shrub replacement on Kestrel Court.

- **Secretary's Report:**

- TD presented March's minutes.
- The Board of Directors approved the minutes.

- **Treasurer's Report:**

- PS presented financial report summary for March.
- Lines items were reviewed.
- March financial report was emailed to all Board members to view and approve.
- Official copy of 2008-2009 financial audit was present to the Board by PS. Copies are to be made available for HO at the DSB office.

- **Old/ Unfinished Items/ Business:**

- Pond and surrounding area
  - As announced at the meeting in April, it was recently discovered that the areas around and including the pond that are not part of the Villas at Hershey Meadows. They are designated wetlands.
  - We are actively trying to clarify this with South Hanover Township.

- **New Items/ Business:**

- Letters to be sent to homeowners requesting their contact information. All data will be kept private. Target date for letters to be sent out to homeowners is mid-May.
- A short discussion took place regarding expectations from Board Members to Board Member, Board Members from DSB, DSB from Board members took place. A document showing details of expectations will be circulated for all involved.

- **Future Meetings**

- Meetings of the Board to be held on the 3rd Monday of each month at 6pm.
  - 2010
    - .June 21<sup>st</sup>, July 19<sup>th</sup>, August 23<sup>rd</sup>, September 20<sup>th</sup>, October 25<sup>th</sup>, November 22<sup>nd</sup>, December 20<sup>th</sup>.

- Dates may subject to change.

- **Committees:**

- Long Range Planning Committee
  - Chair: Mike Strawins
  - Liaison: Iain Hall
- Architectural Committee
  - Chair: To be determined
  - Liaison: Pat Sucec
- Financial Committee
  - Chair: David Ritter
  - Liaison: Ann McCann
- Communication Committee
  - Chair: Jim Knestrick
  - Liaison: Kimie Cimarelli
- Welcoming Committee
  - Chair :Saundra Henningan
  - Liaison: Tami Dresher

- **Conclusion/ Adjournment:**

- Meeting was concluded by Iain Hall.

**Action Items:**

- Copies of 2008-2009 audit for all Board members
  - Assigned to PS
- Cover Letter for Homeowner's Contact Information
  - Assigned to KEC
- AG meeting agenda
  - Assigned to IRH

**Next Meeting:**

- *Target Date: May 27, 2010*
- *Time: 6:00-8:00 P.M.*