



A Premier Planned Community in West Hanover Township, PA

**Bradford Estates Property Owners Association (BEPOA)**

**Spring Board Meeting Minutes**

**Monday, April 11, 2016 – 6:30pm**

Board Members: Kevin Gemmell, Dwayne Laird, Cheryl Braxton, Kathleen Lynch & Stacey Connors were present.

**A. CALL TO ORDER**

The meeting began promptly at 6:33pm with a call to order by Kevin and a second from Dwayne.

**B. ELECTIONS**

Elections for President, Treasurer and one At-Large board member are due. Kevin will update the website and draft a letter to solicit nominees and communicate the date of June 29 to all owners.

**C. TOWNSHIP ISSUES**

Per West Hanover Township, all repairs were completed and BEPOA received a letter from Township acknowledging satisfactory completion. BEPOA received a letter from Waste Management offering some solutions to problems in the development.

**D. LANDSCAPING ISSUES**

The Board respectfully requests residents not engage with the landscapers. Please send all concerns to PMI. Searers was asked to repair a broken water cap for a resident and assess a common area for drainage problems.

**E. FINANCIALS**

1. Snow Budget - \$28,000.00 was budgeted and \$23,500.00 was spent for the 2015/2016 season.
2. BEPOA - we continue operate in the black and the Board has recommended no increase in association dues.
3. BE 2015 Taxes - returns were completed and copy was received from PMI and we have no tax liability.

**F. PMI ACTION STEPS**

Send letters of violation to identified homeowners and create a one page document for new residents highlighting policies concerning trash/recycles, dogs (must be on leashes and owners must pick up animal waste) and children running/playing in other people's property.

The meeting was adjourned at 7:22pm by Kevin with a second from Stacey. The next planned Board meeting is annual owner's meeting on Wednesday, June 29.

Respectfully submitted by Secretary,

*Cheryl Braxton*