

**CROSSGATES MANOR HOMEOWNERS ASSOCIATION EXECUTIVE BOARD OF
DIRECTORS MEETING MINUTES**

MAY 15, 2019

Esquire Association Management, LLC, 951 Rohrerstown Road, Suite 204 Lancaster PA 17601

ATTENDEES:

Pam Hershey, Skip Leinster
Esquire Association Management, LLC: Kimberly Garland-Klopp

CALL TO ORDER:

President Pam Hershey called the Executive Board of Directors meeting to order at 9:32 AM.

ADDITIONS TO THE AGENDA:

- Overflow Parking- Foxgate Member (Cynthia Cox)-Discussion ensued regarding the overflow parking spots on Foxgate Court.
- Weeds - The board and management company will address during walk through
- Architectural request- Cox, 132 Creekgate Court, removal of pine tree, which was approved.
- The board would like to be informed of Manor architectural request decisions. EAM will remind the architectural assistant to include the Manor Board in architectural requests.
- Duke Street Entrance - Master board is working to obtain bids for entrance planting.

APPROVAL OF MINUTES:

The minutes of the October 10, 2018 were reviewed. A motion was made to approve the minutes by Skip Leinster, seconded by Pam Hershey. Motion carried.

FINANCIALS:

The board went into executive session to review financials and delinquencies.

OLD BUSINESS:

The status of 134 Creekgate Court was discussed, noting the unit will be heading toward to Sheriff Sale.

NEW BUSINESS:

- Snow and Mow Bids- This matter will be put on hold for further discussion.
- Savings Account at Members 1st must remain due to the two active CDs.
- The Board requested the description of Item 1010 on Financials be changed to Road Reserve.

MANAGEMENT REPORT:

- Follow up continues to occur with the members on the accounts receivable report and members with general inquiries.
- Next walk-around with the Board to be completed on May 22, 2019 at 9:30AM.
- Next Meeting Board meeting will be held November 6, 2019 at 9:30AM at EAM offices.

ADJOURNMENT:

With no further business to discuss, a motion was made to adjourn by Pam Hershey, seconded by Skip Leinster. Motion carried. Meeting was adjourned at 11:42 AM.

Respectfully submitted,

Kimberly Garland-Klopp, Esquire Association Management, LLC