

**THE VILLAGES OF CREEKSIDE HOMEOWNERS ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING**  
**October 21, 2019**

**Members Attending:** Chris Gaughan, Karen Kohr, Jennifer Lamoreux, Clair Weaver, Dan Fields, Rachael Bowman and Emily Hackleman.

**Members Absent:** Scot Feeman and Pat Dorsey.

**Other Attendees:** Representing Horst –Nancy Miller

**Call to Order**

- Chris Gaughan called the meeting to order at 6:31 PM.

**Meeting Minutes**

- The September meeting minutes were reviewed. Rachael made a motion to approve the minutes. Karen seconded the motion. All were in favor. Minutes approved. They will be posted to the website.

**Financial Report**

- The September financials were distributed via email. There is a positive variance overall. Jennifer made a motion to accept the financials. Clair seconded. Motion carried unanimously.
- Nancy Miller reviewed the late fees. There are eighteen homeowners who have not paid their October their assessments and are asked to do so immediately. The Board strongly recommends auto draft (EFT) for all homeowners. Please contact Horst for more information.
- A homeowner requested that an NSF fee be waived. The Board opted not to waive the fee as the Association is charged the fee by the Bank and Horst.

**2020 Budget**

- Nancy and Chris met before the Board meeting to review a Budget Draft. The Draft includes all funding requested by Board members and would result in an increase of \$20 - \$25 per home per quarter. Assessment have not been raised since 2015. Chris asked the Board to notify Nancy of any items that can be scrubbed from the budget in order to avoid such a large increase. The Budget will be voted on at the November Board meeting.

**Capital Projects**

- Village Center Roof - Nancy obtained a quote from Shirk Brothers with more favorable pricing at \$11,600. The Board was unanimously in agreement that the Village Center roof should be replaced as soon as possible. Emily made a motion to accept the proposal from Shirk Brothers. Karen seconded the motion. All were in favor. Nancy will contact Shirk Brothers and get on their schedule.
- Tennis and Basketball Court - The Board reviewed two proposals to resurface the tennis and basketball courts. Dan made a motion to approve the proposal from Brenneman Company for \$9,100. Chris seconded the motion. All were in favor. Nancy will contact Brenneman and schedule it for the spring.
- Splash Pad - This has been tabled until the next meeting.

- Reserve fund policy - The Board discussed adopting a Reserve Fund policy where we maintain \$75,000 at all times. This will help the Board with decision making when it comes to Capital Improvement projects.

### **Pool and Splash Pad**

- The pool is officially closed for the season.
- Splash Pad - This has been tabled until the next meeting.

### **Maintenance - Village Center**

- Winterizing Village Center - Nancy will schedule the winterization the second week in December.

### **Architectural Control Committee Report**

- There is an open retroactive request from a homeowner that has already painted their shutters blue. The Board discussed the definition of "Neutral colors." Emily volunteered to work with Dan to develop a list of approved colors. Tabled until the next meeting.
- Fence installed on Waterside even though the request was denied. - The Board voted to send the homeowner a Violation letter for the fence because it is an unpermitted structure.

### **Lawn and Landscaping**

- Tree Work RFP - The Board reviewed an RFP for tree work that is organized in three phases. Chris Motioned to approve the RFP. Karen seconded the motion. All were in favor. Nancy will send the RFP out to various contractors recommended by Clair.
- 2020 Contract - The Board discussed having two contracts; one for the common area mowing and one for the Buffer area. The Committee will continue to work on the RFP until all Board members are satisfied.
- The board discussed making it a Violation if homeowners mow or care for areas that are part of the common area.
- Playground mulching - Karen obtained quotes for mulch on the playground. Nancy will work it into the budget for the spring.
- Tree planting in Buffer has been completed. Karen had consulted the homeowners in the area and tried to accommodate their preferences. There was no cost to the association as the Penn State group and the Riparian Rangers will perform the work.
- Buffer seeding - Karen has the seed and will seed after the spraying has been done.
- Dogs running loose in the Buffer - The police should be called when this is observed.
- Lime application - Clair motioned to spend \$600 on lime application for the common area lawn. Jen seconded the motion. All were in favor.

### **Publicity Committee Report**

- Rachael asked for ideas for the magazine.

### **Social Committee**

- Halloween Party - October 27<sup>th</sup> - Trunk or Treat event - There is no rain date.
- The board discussed cleaning out the Village center - removing unused shelves and old paint cans.
- The annual Holiday Party will be held on December 8, 2019. We are looking for someone to chair the event.

**Neighborhood Watch**

- Nothing new to report.

**Welcoming Committee**

- Nancy will work in new homeowner notification with her meeting prep.

**Nominating Committee**

- Nothing new to report.

**Management Report**

- Nancy is working on a letter to homeowners with reminders, suggestions (EFT) and a survey on trash removal to be distributed to homeowners with the 2020 budget.

**Community Trash Service**

- Nancy is still working on collecting information and proposals from Trash companies.

**Any Other Business**

- A Board member asked about putting up a “Beware of Dog” sign. Nancy recommended submitting an ACC request for the sign.
- Parcel of Land owned by Oaklea Corp. – tabled until next meeting

The meeting was adjourned at 8:44 PM.

**Next Meeting Date**

- Board Meeting - Monday, November 18, 2019 at 6:30 PM at the Village Center

---

R. Scot Feeman, President

---

Nancy Miller, HPM