

## CREEKSIDE HOA BOARD MEETING MINUTES

November 15, 2021, Village Center

Members Attending: Chris Gaughan, Dan Fields, Rachael Bowman, Karen Kohr, Kevin Kohr, Jim Eichelberger, Matt Lebo and Lorie Ann Bartal.

Members Absent: Emily Hackleman

Other Attendees: Representing Horst Management – Nancy Miller

Call to Order – Chris Gaughan called the meeting to order 6:31 PM.

- Approval of minutes from 10/18/21 meeting – The October Meeting Minutes were distributed via email. Lorie-Ann motioned to approve the October Minutes. Matt seconded the motion. Minutes approved. They will be posted to the website.

### Financial report

- October Financials – The October Financials were distributed via email. Lorrie-Ann highlighted a spike in delinquent owners. There were no questions. Moving forward they will be posted on the Vantaca Portal.
- Late Fees – An aging report was emailed to the Board. 13 homeowners owe \$4,071.64. A sheriff has been attempting to serve one homeowner who owes \$1,979.99 and has until the end of December before the reinstated order of execution expires. Nancy reviewed further collection options with the Board. Dan Motioned to immediately proceed with the foreclosure process without waiting out the 90 days. Chris seconded the motion. All were in favor. Horst will notify the Attorney.
- 2022 Draft Budget review and approval - Changes were made based on discussion at the October meeting. Lorie-Ann pointed out how difficult it was to put together the Budget because of potential but unknown increasing pricing in materials and labor. Because of costs being difficult to predict, Capital improvement projects will be determined throughout the year and were not budgeted. Chris motioned to approve the 2022 budget as presented. Karen seconded the motion. All were in favor. Nancy will draft a letter to send to owners along with the budget and distribute it to the Board for approval. Once approved, it will be distributed to all owners.

### Maintenance Committee

- Pool – The furniture still needs to be moved inside.
- Village Center – Lanco is scheduled to winterize the Village Center the week of December 20<sup>th</sup>.

### Architectural Control Committee report

- Requests submitted or open since the July Board meeting:

Address	Name	Request	Date rec.	Date Appr.
51 Oak Knoll	Garman	Mailbox and Landscaping	9/13/21 Request changed to just mailbox on 11/15/21	
701 Brookside	Edwards	Install generator	9/27/21	11/15/21
15 Oak Knoll	Miller	Garage Addition	10/12/21	11/12/21
306 Ramblewood	Wallace	Replace rear path and arbor	11/15/21	11/15/21

- A homeowner requested that the Board consider amending the declaration in order to change the setback requirements for structures. The process would involve research, having an attorney drafting the amendment, presenting to every owner for review, and an affirmative vote from 67% or 169 owners. Even if the HOA voted to amend the documents, the Township would still be able to deny the change. The Board had a lengthy

discussion regarding this topic. None of the Board members were in favor of pursuing an amendment at this time.

Lawn and Landscape Committee report

- Beautification project – Karen planted a wildflower garden around a tree in the buffer to see how it stays maintained without being overtaken by weeds. Should it be successful, more beautification areas will be considered.
- Tulip bulbs were planted at the main sign area.

Publicity Committee report

- Signage Update. – Signs will be replaced as soon as it's on the schedule.

Social Committee report

- Halloween Party was a success.
- The Christmas Party is scheduled for Sunday, December 12, 2021, from 3:05 PM. Rachael is planning to arrange Santa visiting on a fire truck as part of the festivities.

Welcome Committee report – One Settlement since the last Meeting

David Kaley	923 Meadowood Circle	11/8/2021
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- Another home was sold, but Horst has not received the settlement information yet.

Neighborhood Watch Committee report

- Security Cameras – There are no HOA rules pertaining to security cameras. Any homeowner who wishes to install security cameras should check with North Cornwall Township regarding any applicable restrictions or requirements.

Nominating Committee report

- Nothing new to report

Horst Property Management report

- Roll out of Vantaca Portal – Log In information has been sent to all Board members. Board Members have access to Invoices, Financial Reports, Homeowner Contact information, Collection's information, etc. Vantaca Portal will be rolled out to the homeowners in conjunction with the 2022 Budget distribution. Homeowners will have access to their account information, association documents, request forms and a public directory (names and addresses only). Homeowners will be able to pay electronically or set up auto-pay through the portal.
- Waterside Circle – A homeowner requested to park vehicles at Village Center while family is visiting from New Jersey for a few days. This was approved as homeowners are encouraged to use the Village center for overflow parking when having visitors.

Other Business

- Oaklea Parcel of Land – tabled until 2022.
- Rules and Regulations – An informal Board meeting was scheduled for December 6<sup>th</sup> to discuss the Rules and Regulations.
- Kevin requested that Nancy provide a plan to better keep up with HOA business and have more timely responses in between meetings.

Next Meeting Date – January 17, 2022- Budget Approval (No Meeting in December) Will be held via ZOOM.

Adjournment – 7:28 PM