

# THE LAMBETH RIDING HOME OWNERS ASSOCIATION

[www.LambethRiding.org](http://www.LambethRiding.org)

President: Robert J. Keighley  
Vice President: Ron Brooks  
Treasurer: Timothy Reilly  
Secretary: Linda Welsh

Directors:  
Kathleen Protano  
John Davis  
Linda Dion

## ANNUAL MEETING Minutes

October 2, 2019

**Introduction:** General discussion and welcome.

The Annual Meeting of the Lambeth Riding Homeowners Association was held at the Hockessin Library at 6:30 pm. Bob Keighley current president presided.

### **Announcements:**

Before the meeting started we heard from our Delaware State Representative, Mike Smith who announced a public workshop that Del Dot will hold on Wednesday October 16, from 6:30 to 8:30 pm at the Chinese American Community Center's Montessori School Center, 1313 Little Baltimore Road. It will cover the timing and scope of the construction project at Little Baltimore Road very near our community.

**Attendance:** Twenty-four households were represented in person and 6 sent in proxies for a total of 30. A quorum of 16 households (25%) was needed. Twenty eight persons attended the meeting, one of the best showings for an annual meeting. Many thanks to all who came or sent proxies, and especially to all those who brought delicious nibbles to share so we could start the evening with a few minutes of socializing together.

### **Households Represented:**

**in person:** Anthony, Bakerian, Beaty, Biros, Boub, Brooks, Connor, Dion, Dugar, Hite, Kopish, Keighley, Kolodczak, Margollin, Mueller, Nahay, Peterson, Protano, Reed, Saxton, Stearns, Welsh, Vye and Zhang. **By Proxy:** Bishop, Bundren, Dickey, Mackay, Moore, and Reilly.

### **Approval of Minutes**

Minutes of the Board Meeting August 13, 2019 were approved as posted to the Lambeth Riding Association website.

### **Treasurer's Report and Proposed Budget for the 2019 Year**

Bob Keighley reported for Treasurer Tim Reilly. Excerpts from Tim's Report for the Annual Meeting were projected for all to view while Bob went over the report highlights. The report is attached to the end of these minutes, after the Lambeth Riding Gas Effort document. Bob mentioned that It is usual practice to keep \$3500-4000 in our checking account for expenses as needed. This year everyone has paid their dues There has never been a default. There is a separate account for major repairs and a saving account. This year there was no snow event over 4 inches deep, so no money for plowing our streets was reimbursed by the state.

**Proposed Budget for Next Year:** Tim has forecast what we spend, and is asking for approval of a budget request of \$6200. This amount was proposed by Bob, seconded and approved by voice vote.

**Crime Watch Network** Linda Dion receives crime reports from this network, and recommends what to send out to the community. She primarily looks for nearby incidents that may affect us.

### **Cameras**

Chip Mueller, who has headed up this important project from the beginning and oversees it now, took a minute to introduce himself. Among the information he reviewed for us: The two small cameras are unobtrusively mounted in the ground on the inbound and outbound sides of our Front Entrance. They capture every car on film that is time and date stamped. Films are held for about a month. We spend about \$100 per year for the camera batteries. If you have an incident it's important to contact the board quickly so the relevant time can be easily found.

### **Snow Removal**

Ron Brooks handles this. The community has used R. Keating & Sons for years. They plow us out very quickly after the snow, and are responsive to fixing problems.

### **Road Repairs**

Bob Keighley and John Kolodczak: John has been the point man for our community on dealing with the state and the contractor. He has done a great job getting all the resurfacing done. There is more to do.

### **Natural Gas**

Bob reported for John Davis, who asks if the community wants to have a separate meeting on this? After some discussion it was agreed that to be sure we fully understand what the construction entails a separate community meeting with Delmarva would be needed. John will set up this meeting with Delmarva and the community. See attached chart on page 4 for current details.

### **Front Entrance Improvement**

Kathleen Protano chairs this committee and presented a report accompanied by a projected text and photo explanation of the project. The project will be done in phases with the landscaping renewed, the brick facades that hold our signs repaired, and tree problems tackled. The three center islands are not included and will be addressed in 2020

**Our Sign and Plantings.** We have a stately sign that needs to be highlighted, but is currently not very visible. Plans include removing all the plantings, which are badly over-grown and replacing them with grass. Low seasonal plantings around and in front of the sign would be chosen and cared for by a committee. The space will become open and more welcoming. Kathleen also envisions a community cleanup day, where the volunteers could take plants they like. Kathleen and her husband Joe have volunteered to repaint the sign, including doing the letters with reflective gold paint.

**The Facades** are in poor repair and need renovation. They have water infiltration, missing and cracked bricks, missing pointing, spalling and moss. Several masons were called in for consultation and estimates. The committee was impressed with Marino and recommends him. He gave a reasonable bid, and has been used by several neighbors in the past who are comfortable with him.

**The Oak Trees** are dying from Oak Wilt which affects all pin oaks in New Castle County. The committee has consulted experts and recommends taking all three down. Roger Summers gave a fair price which included grinding out the stumps and back-filling the holes.

**The Kwanza Japanese Cherries**, which are behind and close to the walls, heavily shade the signs adding to the visibility problem, and possibly to the wall deterioration. They need either to be heavily pruned - work which should have been done through the years, and is overdue, or they should be removed. They are mature healthy trees which will continue to need periodic pruning.

The next phase of the Front Entrance Project will be lighting, and improving the three islands. Committee work is proposed to begin in 2020.

Bob Keighley told us that there will be a Lambeth Riding Home Owners Association community meeting on October 30, 6:30pm at the Hockessin Library, small conference room to review the plans and the budget for the project. It will include voting to approve and fund:

- oak tree removal
- cherry trees (remove or prune)
- façade renewal
- re-landscape around façade
- The tree pruning option will be done by an arborist, while not priced it should be within funding assessment.

There was a question about whether voting by proxy would be allowed at this community meeting. It anticipated voting by proxy will be acceptable and encouraged. A separate notice will be sent out for this meeting. In this meeting we will vote on funding for the trees and façade.

### **Board Elections**

The board year 2019-2020 begins at the October Board Meeting. The Nominating Committee of Robert Keighley, Kathleen Protano, and Kemp Vye proposed the following candidates:

**President** – Bob Keighley  
**Vice President** – Ron Brooks  
**Treasurer** – Tim Reilly  
**Secretary** – Penny Beaty  
**Directors:**  
     Kathleen Protano  
     John Davis  
     Linda Welsh

The nominations for the board as moved and seconded were approved by voice vote. Bob Keighley welcomed Penny Beaty to the Board as Secretary, and thanked Linda Dion for her many years of board service.

### **Open Discussion and Closing**

Bob made several remarks thanking all for their attendance and thoughtful comments. He thanked Christie Gross and Marc Plesse for championing and successfully implementing our first Ice Cream Social, and thanked new neighbors Buddy Nahay and Erika Moser for inviting our community to a barbeque and pool party they hosted for their friends and neighbors.

The meeting was adjourned at 7:40 pm

Respectfully submitted,  
 Linda Welsh, Board Secretary

**Treasurer's Report starts on page 5 after Lambeth Riding Gas Effort on page 4**

# Lambeth Riding Natural Gas Effort

- Confirmed Signups:
  - **42 of 62 homes have signed up** for conversion – 68% of neighborhood – sufficient for proceeding with construction.
- Scheduled Construction Date:
  - Spring/Summer, 2020. A more concrete date will be provided in early 2020.
- Last possible date to signup prior to installation:
  - Applications and deposits will be accepted by Delmarva up until the construction is completed.
- Construction Timeframe:
  - 8-10 weeks total – weather dependent
- When will Delmarva host the pre-construction meeting with the neighborhood?
  - Full construction and installation details will be discussed during an organized pre-construction meeting that will be coordinated 1-2 months before actual construction occurs.
- Construction Requirements:
  - Contractor will install natural gas main in the state right away and then install the service line and meter riser up to each property. Some installation points may require the removal of asphalt streets, but all roadways will fully be repaired once installation is complete.
- \$200 Deposit Requirements:
  - Delmarva will be sending out a deposit notification letter in the coming months to notify applicants that it is time to submit the \$200.00 deposit. The deposit check will be submitted and cashed once Delmarva is closer to construction. Each applicant will receive a deposit confirmation letter in the mail. Once each applicant converts to natural gas within 5 years to **any** natural gas fired appliance and gets a meter installed then Delmarva will issue a refund and the applicant will receive a physical refund check in the mail within 8-12 weeks.
- Post-Construction Application Process:
  - After the initial construction is completed, a resident must call the Delmarva gas conversion hotline at **302-429-3117** or by emailing [myswitchtogas@delmarva.com](mailto:myswitchtogas@delmarva.com) and request to have a service line installed.

**Treasurer's Report on next page**

# ANNUAL MEETING TREASURER'S REPORT & ANALYSIS

As of October 2, 2019

## **TREASURY ACTIVITY:**

The current Checking Account Balance is \$5,538.40. The bank account has been reconciled monthly; no errors have occurred.

The current Savings Account Balance is \$4,885.25. Statements for this account are received quarterly and are forwarded to all Board members.

The year-to-date Treasurer's BVA Report and Account Activity Reports are attached. Specific items are discussed in later sections of this report.

## **2019 COLLECTION OF DUES:**

All homes are paid in full for 2019.

## **MAJOR MAINTENANCE & REPAIRS**

The annual deposit of \$500 was transferred into the account as of 6/28/19.

## **PROPOSED BUDGET FOR 2020**

Attached on Page 6 is the Proposed Budget for next year. I recommend keeping the budget as is.

I propose that Dues remain \$100 per household.

*tsr, 10/2/19*

# LRHOA 2019 TREASURER'S BVA REPORT

BUDGET vs ACTUAL  
YTD AS OF: September 30, 2019

<b>CASH IN BANK, JAN. 1, 2019</b>	<b>\$ 4,025.50</b>
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RECEIPTS:	ACTUAL	BUDGET	DIFFERENCE	NOTES
Dues Received	\$ 6,200.00	\$ 6,200.00	\$ -	62 of 62 Homes Paid
DelDot Reimbursement	\$ -		\$ -	
<b>TOTAL RECEIPTS</b>	<b>\$ 6,200.00</b>	<b>\$ 6,200.00</b>	<b>\$ -</b>	
EXPENDITURES:				
Snow Removal	\$ 3,050.00	\$ 3,000.00	\$ (50.00)	(4) Storms
Front Entrance Maintenance	\$ 975.00	\$ 2,300.00	\$ 1,325.00	
Major Maint. & Repairs Fund	\$ 500.00	\$ 500.00	\$ -	TX in June
Picnic / Community Event	\$ 123.15	\$ 300.00	\$ 176.85	Ice Cream Social 8/24
Holiday & Misc.	\$ (51.00)	\$ 200.00	\$ 251.00	\$51 from wine tasting
Website Charges		\$ 100.00	\$ 100.00	Website/Hosting - exp 2020 Online Storage - exp 2020
DE Franchise Tax	\$ 29.05	\$ 50.00	\$ 20.95	Paid on 1/21/19
Security Camera System	\$ 60.90	\$ 250.00	\$ 189.10	
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,687.10</b>	<b>\$ 6,700.00</b>	<b>\$ 2,012.90</b>	Net Difference vs Budget
<b>NET LOSS/PROFIT</b>	<b>\$1,512.90</b>			

<b>TOTAL CASH as of February 11, 2019</b>	<b>\$ 5,538.40</b>
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<b>Major Maintenance &amp; Repairs Fund</b>	<b>\$ 4,885.25</b>
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# Lambeth Riding Home Owners Assoc.

## CASH/SPENDING PROJECTION THRU 12/31/19

CASH IN BANK as of 9/30/19	\$	5,538
<b>TOTAL CASH</b>		<b>\$ 5,538</b>
<b>DEDUCT:</b>		
REMAINING FRONT ENTRANCE MAINT.	\$	1,325
MAJOR MAINTENANCE & REPAIRS FUND	\$	-
ALL OTHER BUDGETED ITEMS	\$	617
<b>TOTAL SPENDING THRU Y/E</b>		<b>\$ 1,942</b>
<b>CASH REMAINING AT Y/E</b>		<b>\$ 3,596</b>

(ABOVE ASSUMES NO SNOW COSTS THRU 12/31/2019)

**AVERAGE JAN. 1 CASH BALANCE (10 year avg)** \$ 4,050

**PROJECTED DIFFERENCE** \$ (453)

**REALIZED DIFFERENCE** \$ 47

(Note \$500 is transferred to Savings)







## **LRHOA PROPOSED BUDGET - 2020**

### **RECEIPTS:**

Dues at @100 per household	\$ 6,200.00
DELDOT Reimbursements	\$ -
<b>TOTAL RECEIPTS</b>	<b>\$ 6,200.00</b>

### **EXPENDITURES:**

Snow Removal	\$ 3,000.00
Front Entrance Maintenance	\$ 2,300.00
Major Maintenance & Repairs Fund	\$ 500.00
Security Camera System Maintenance	\$ 250.00
Picnic/Community Outing	\$ 300.00
Holiday & Misc.	\$ 200.00
Website Charges	\$ 100.00
DE Franchise Tax	\$ 50.00
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,700.00</b>

<b>NET INCOME (LOSS)</b>	<b>(\$500.00)</b>
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## LRHOA INCOME & EXPENSE COMPARISON: 2009 - 2018

updated 9/25/2019

DESCRIPTION	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	10-year Average
CASH BAL., JAN. 1	\$ 5,072	\$ 3,729	\$ 3,893	\$ 2,133	\$ 2,859	\$ 2,373	\$ 6,005	\$ 4,010	\$ 4,657	\$ 5,765	\$ 4,050
SPECIAL ASSESS. (D)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,270	\$ 2,135	\$ -	\$ -	\$ -	\$ 741
per household						\$ 85	\$ 35				
						100%	98%				
DUES COLLECTED	\$ 4,650	\$ 4,650	\$ 4,650	\$ 4,575	\$ 4,725	\$ 4,650	\$ 4,650	\$ 6,100	\$ 6,100	\$ 6,435	\$ 5,119
dues/household	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 100	\$ 100	\$ 100	
	100%	100%	100%	98%	102%	100%	100%	98%	98%	104%	
SNOW:											
COST	\$ 1,700	\$ 4,825	\$ 4,750	\$ 1,000	\$ 650	\$ 7,500	\$ 4,925	\$ 1,775	\$ 1,925	\$ 5,525	\$ 3,458
REIMBURSE.	\$ 525	\$ 3,005	\$ 1,424	\$ -	\$ -	\$ 2,468	\$ 788	\$ 1,050	\$ 581	\$ 600	\$ 1,044
NET SNOW COST	\$ 1,175	\$ 1,820	\$ 3,326	\$ 1,000	\$ 650	\$ 5,032	\$ 4,137	\$ 725	\$ 1,344	\$ 4,925	\$ 2,413
FRONT WALLS, L'SCAPE	\$ 2,750	\$ -	\$ -	\$ -	\$ 766	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 352
FRONT MAINT.	\$ 1,630	\$ 2,300	\$ 2,300	\$ 2,010	\$ 2,049	\$ 1,900	\$ 3,085	\$ 2,240	\$ 1,300	\$ 2,225	\$ 2,104
SECURITY CAMERAS								\$ 1,890	\$ 70	\$ 155	\$ 705
MAJOR MAINT. FUND	\$ 40						\$ 500	\$ 1,300	\$ 2,075	\$ 500	\$ 1,094
PICNIC	\$ 318	\$ 333	\$ 300	\$ 280	\$ 280	\$ 178	\$ 278	\$ -	\$ -	\$ -	\$ 197
HOLIDAY & MISC.	\$ 24	\$ 150	\$ 150	\$ 215	\$ 105	\$ 152	\$ (15)	\$ 43	\$ 77	\$ 64	\$ 96
WEBSITE CHARGES	\$ 56	\$ 60	\$ 165	\$ 138	\$ 311	\$ -	\$ -	\$ -	\$ 57	\$ 280	\$ 107
DE FRANCHISE TAX	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 30	\$ 25	\$ 26
MEMBERSHIP FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ 3
DE DIV. OF CORP. FEE	\$ -	\$ -	\$ -	\$ 182	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18 (B)
NET INCOME/LOSS	(\$1,328)	(\$38)	(\$1,616)	\$725	\$539	\$2,608	(\$1,225)	(\$123)	\$1,148	(\$1,739)	(\$105)

(B) = 1-time fee to update Cert. of Incorp.