

**CROSSGATES MANOR HOMEOWNERS ASSOCIATION
2017 ANNUAL MEETING MINUTES
GRACE CAMPUS OF THE MILLERSVILLE COMMUNITY CHURCH
163 WEST FREDERICK ST. MILLERSVILLE PA
May 18, 2017**

ATTENDEES:

Board Members: Pam Hershey, Skip Leinster, Barbara Price
Esquire Association Management, LLC: Ryan Neumyer, Kimberly Garland-Klopp

CALL TO ORDER:

With an established quorum, President Pam Hershey called the annual meeting of the Crossgates Manor Homeowners Association to order at 6:30pm. She also welcomed and introduced our new management company representatives.

APPROVAL OF 2016 ANNUAL MEETING MINUTES:

- The minutes of the 2016 were reviewed. With no objections, a motion was made by Barbara Price, seconded by Carson Frost to approve the minutes. Motion carried.

FINANCIAL REPORT:

- Treasurer, Skip Leinster, reviewed the budget. Currently there is no need to raise assessments in the association. . It was also noted, as road reserve funds accumulate to \$5,000.00 or more, funds will be transferred to CDs.

ELECTION OF ONE DIRECTOR:

- The election of one Board member: Barbara Price's term has expired. Barbara has decided to continue her position. With a nomination from the floor, Connie Leinster made a motion to re-elect Barbara Price for director, seconded by Stephanie Carnahan-McCurdy. Motion carried.

PRESIDENT'S REPORT:

- The new management company is Esquire Association Management. EAM will collect assessments, maintain accounts payable, provide expert HOA management opinion and legal advice and complete monthly inspections to maintain aesthetics.
- Assessments Collection: As a result of the transition from mailing the assessment invoice to the use of coupon books, the Board is assuming all homeowners have payment process in place. The Board has agreed to waive November 2016 and February 2017 late fees. May assessments will be due on May 28th.

- Two CDs matured: June 2016 for \$5,657.00 and December 2016 for \$11,141.00, both CDs are at Members 1st for 25 months at 1.35 %.

COMMUNITY UPDATES:

- A Capital Reserve Resolution was adopted at the May 5, 2017 Executive Board of Directors meeting. The Resolution is effective on July 1, 2017, to collect a capital contribution of \$400.00 to the community upon resale. These monies will be deposited in a capital account, specified for maintenance of the private roads. A notice to all Homeowners will be sent, requesting that this resolution be attached to their Association documents.
- Monthly property inspections will be performed, to insure compliance with HOA governing documents.
- Pet Policy: Reminder to all Homeowners with pets to clean up and dispose of waste.

HOMEOWNER OPEN FORUM:

- 652 Crestgate, Carl Smith, inquired about leaf clean-up. An official “fall-clean-up” is not a part of our landscaping contract. Residents who want to dispose of leaves, place in recycle bags and put at township/borough line on Crossland Pass.
- 113 Creekgate, Carson Frost, expressed concern with the mowing; the large machines create ruts in grass.
- 124 Creekgate, Stephanie Carnahan-McCurdy, mentioned that there is mowing with push mowers in certain areas, specifically hills. She also had concerns about the mosquitoes in the golf course pond, due to algae growth. This concern must be addressed with Crossgates Golf Club.
- Outside lighting fixtures can be changed with an architectural request form. If a replacement is the same, an approval is not necessary.
- The website was announced. www.crossgatesmillersville.com. The Association documents are listed there.

ADJOURNMENT:

With no further business to discuss, a motion to adjourn the meeting was made by Stephanie Carnahan-McCurdy, seconded by Carl Smith. Motion carried. Meeting adjourned at 7:06pm.

Respectfully submitted,

Barbara L. Price
Vice President/Secretary