

**CROSSGATES MANOR HOMEOWNERS ASSOCIATION
2018 ANNUAL MEETING MINUTES
GRACE CAMPUS OF THE MILLERSVILLE COMMUNITY CHURCH
163 WEST FREDERICK ST. MILLERSVILLE PA
May 23, 2018**

ATTENDEES:

Board Members Pam Hershey, Skip Leinster. Director, Barbara Price unable to attend meeting, proxy to President Pam Hershey
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 6:30 pm.

APPROVAL OF 2017 ANNUAL MEETING MINUTES:

The minutes of the 2017 Annual Meeting were reviewed. With no objections, a motion was made by Robert Sneath, seconded by Pete Bechtel to approve the minutes. Motion carried.

PRESIDENT'S REPORT

- Crossgates Manor continues to run smoothly
- In the summer/fall we will seal cracks in the roads. Also, there are two storm drains that will be inspected for sinkage. The seal around the edge of the roads does not need to be reapplied at this time.
- A CD was obtained from Citadel in August in the amount of \$10,320 for 60 months at 2.25%. There are 3 CDs due this year. Currently we have invested approximately \$38,600 in CDs which are designated for road repairs, including storm drains.
- Homeowners were reminded:
 - a. It is the responsibility of homeowners to be familiar with all Association
 - b. documents. These documents can be found at www.crossgatesmillersville.com
 - c. Only signs permitted in Crossgates are real estate signs that have met requirements of Signage Regulation.
 - d. Daily parking along streets is not allowed. Park in overflow places or your own driveway.
 - e. Manor has one vendor for trash removal. Currently that is A & A Refuse. Cardboard can be recycled in a bin located behind the Manor Township Municipal Office, 950 W. Fairway Dr. (off Rte. 741).
 - f. Fences are not permitted by Crossgates Manor except underground "invisible" fences. Vinyl privacy screen panels around patios must be approved by the Manor Board and then the Architectural Committee.
 - g. Residents must apply their own ice melt on private driveways and walkways. This is not the responsibility of the snow removal contractor.

FINANCIAL REPORT:

- The 2018 Budget and Balance Sheet as of 4-30-2018 were discussed.

ELECTION OF TWO DIRECTORS:

- With there being no others seeking election, no motions from the floor, Pam Hershey and Skip Leinster will renew their two (2) year terms.

COMMUNITY UPDATES:

- EAM demonstrated the new Caliber tool; this is new access for all Crossgates Manor and Master Association members for community activity, assessment payments, architectural requests and any violation notices.

HOMEOWNER OPEN FORUM:

- 109 Creekgate, Pete Bechtel, asked if Bill Murry is still part of the Architectural Committee. Mr. Murry approves all structural changes. He also inquired what the insurance policy covers. It covers general liability and D & O coverage, Crossgates Manor policy, coverage is \$1million. The Board is exploring insurance options.
- 652 Crestgate, Carl Smith, inquired about one leaf pick up at the end of the year. Board will take it under advisement
- 114 Creekgate, Carson Frost, inquired about current Landscaping/Snow Removal contract renewal. He requested that the Board get bids every 2 to 3 years. He also mentioned the storm drain in his back yard was sinking. Board will have the drain checked.
- 139 Creekgate, Sue Kabrhel, inquired when the Duke Street entrance landscaping will be done. The Master Board is working with Esquire to obtain additional quotes. Sue also stated the seed pods on walking paths throughout the community were creating a slippery surface, causing concern.

ADJOURNMENT:

With no further business to discuss, a motion to adjourn the meeting was made by Robert Sneath, seconded by Carl Smith. Motion carried. Meeting adjourned at 7:26pm.

Respectfully submitted,

Barbara Price
Vice President/Secretary