



A Premier Planned Community in West Hanover Township, PA

Bradford Estates Property Owners Association (BEPOA)

Annual Owners Meeting Minutes

Wednesday, June 29, 2016 – 6:30pm

Board Attendees: Kevin Gemmell, Dwayne Laird and Cheryl Braxton

Board Absences: Stacey Connors (work commitment)

PMI: Antoinette Black

A. INTRODUCTIONS

The Board members and Antoinette Black were introduced to those in attendance. The meeting was held in the common area within the Buckley Drive Loop.

B. CALL TO ORDER

The meeting began at 6:33PM. Antoinette Black (PMI Property Manager) verified that a quorum was reached with a total of 66 households represented. Kevin provided a basic overview of BEPOA.

C. FINANCIAL REPORT

- Currently BE is about \$600 over budget but this is typical towards the end of the landscape growing season.
- There will be no increases to POA dues for the foreseeable future.
- BE continues to repay inter loan from reserve account and approximately \$8,000.00 remains to be paid.
- There is approximately \$15,000 in outstanding POA dues. PMI continues to file judgements against delinquent property owners.
- BEPOA has over \$72,000 in reserves that provides a good amount of capital should it be needed.

D. GENERAL ISSUES

- Trash, speeding, animal waste and parking continue to be problems in BE. Warning letters and fines are levied against offenders when PMI is notified.
- The Board requests that residents and their children respect the property of other residents.

E. TOWNSHIP VIOLATION NOTICE

BEPOA received a letter from West Hanover Township (WHT) in reference to seeding of walking path that goes from 300 Buckley Drive to common area within Buckley Loop Drive. The Board made a financial decision to seed the area as the path was continuously washing out and it was costly to keep repairing. WHT said BE was in violation as we did not get their approval to modify the walking path. The Board was of the opinion that since we owned the path, it was up to us as to how best maintain the area. The Board has turned it over to our attorneys for review and to negotiate an remedy agreement with WHT.



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F. COMMENTS, QUESTIONS AND ANSWERS PERIOD

- Discussion ensued between residents and the board regarding the commercial vehicle policy, specifically the overnight parking clause. Declaration and by-laws clearly state that residents are prohibited from parking commercial vehicles in the development overnight. A revised commercial vehicle policy dated June 18, 2016 was mailed to all residents and is also posted on the website. Residents will have to form a committee and provide a recommendation to the Board for any change to the commercial vehicle policy. NOTE: Kevin mentioned that no changes can be made to the BEPOA Declaration **Bylaws** unless 75% of homeowners approve the change via the voting process. After review, the actual percentage as stated in the Declaration is 67%.
- Discussion ensued regarding the threshold number needed to make any changes to by-laws and policies. That number was enacted at the time the Developer (Declarant) and WHT agreed upon the Declaration. Again, homeowners would have to approve a change to decrease the % threshold.
- Several residents stated specific complaints and those residents were asked to contact PMI.
- Questions were raised about parking. Residents are asked to be respectful of your neighbors' parking spaces.
- Questions were raised about snow removal priority. Residents who want to be considered for priority snow removal will have to send an email to: snow@bepoa.org Landscapers will alternate which streets get plowed first as agreed upon in the meeting back in January.

G. ELECTIONS

- There were **three** open positions on the Board. As of the beginning of the meeting there were just **three** candidates for the positions: Kevin Gemmell, Stacey Connors and Scott Zeller. Therefore, according to Bylaws, no meeting nominations could have been taken (unless a nominee offered up their spot) and a vote was not required. As it stood, Kevin and Stacey would remain on the Board and Scott will become a new board member.
- During this segment of the meeting Kevin Gemmell offered up his nominee position and Janice Butz stated she would be serve.
- Cheryl Braxton then resigned her position as Secretary which opened a board position. Kevin Gemmell agreed to fill the vacancy left by the resignation. There were no objections from any current or former board members nor from any resident attendees.
- Board members: Janice Butz, Stacey Connors, Kevin Gemmell, Dwayne Laird and Scott Zeller
- The new board members are required to have a formation meeting within 10 days to determine who will serve as President, Vice President, Secretary and the two At-Large positions.

Respectfully submitted by Secretary,

Cheryl Braxton