



# Monthly Board Meetings

**Date:** July 9, 2019

**Location:** Jefferson Madison Regional Library - Northside Branch - 705 West Rio Road

**Members Present:** Mary Hackett, Steve Ward, Deb Kelsey and Pat Abell

**Members Not Present:** Sue McCormick

**Call to Order:** 6:40 p.m.

**Treasurer:** Submitted a report via email of Account Status as of July 9, 2019 which showed the activity details for the past 60 days. The Checking Account Balance is \$22,315.86 and the Savings Account Balance is \$29,954.87

**Finance Secretary:** No Report

**Secretary:** Provided details via email prior to the meeting regarding the following:

**Invoices:** Received and printed and mailed/delivered 15 invoices for non-email members. Did not receive 4 invoices and does not know their status.

**Email Contacts:** There were several changes related to four members who use the email process for newsletters, invoicing, etc.

**Corporate Records:** Advised the Board that he received the FSPHA records that the previous Presidents had under his control. When asked why it was not being delivered to the current president as had been done previously, he learned that the FSPHA By Laws specify that the "**Secretary shall be in charge of all corporate records**".

He also reported that he has not had any communication or instruction on the use of Google Drive which was mentioned in the June 11th Meeting.

Reported the he has finished with the first draft of documenting the procedures he uses as secretary to cover the minutes, produce the newsletters, invoices, etc.

**Architecture:** Reported that there has been no response from the various letters from the Attorney. A discussion followed regarding what steps should be next. Should there be more time allowed or should some legal action be taken?

**Common Area:** Provided a detailed report via email prior to the meeting describing the contract with Messers for the drainage project has be signed and down payment made. The Grind has removed the remains of the felled tree in Area F. The repairs to the Rio Fence have been completed. Algieri only made one visit in June but will make three in July. Work was completed at the corner of Lake Forest Lane and Lake Forest Drive; trimmed weeds in roadways and sidewalks; cut bamboo in Area M the path to ACAC

There are two must-do projects this fiscal year: girdling the vines on trees in Area L and trimming over-hanging branches from the Rio Fence. We have an informal bid from The Grind of \$800 for the girdling and need an estimate for cutting the over-hanging limbs along the Rio Fence. We ended up only \$30 over budget for Fiscal Year 2018-19.

He looked at the complaint from 2603 Commonwealth regarding trees hanging over her fence. The tree is actually in the Four Seasons Town House property and not on our FSPHA property. Mary and Steve notified them that they would need to contact the Town House Association not the FSPHA.

**Old Business:** President went to the court and got forms, Warrants in debt, for members who got letters and has a supply for future use. While getting there one of the members paid up! She wrote him a certified letter thanking for paying and the association will absorb the cost this time but not in the future. The court date is August 8, 2019 at 1:00 p.m. 1479 Monterey owner is out of state in Pennsylvania and the paperwork has to go

through the Commonwealth Secretary which costs an additional \$28. There are many items that need to be reported and she is working through the requirements. A general discussion followed regarding the process.

**New Business:** Regarding the garden that has been planted in the Commons Area F behind 1461 Monterey Drive. A general discussion occurred covering the actions and dialog between the residents and the Commons Area representative about the garden and plantings which go back to FY 2017-18. Steve said that while he personally did NOT mind what they have done removing bamboo and some plantings he let them know that residents are not supposed to plant in the commons area and that the area had to be open to allow equipment to maintain the commons. Also, that in the future the board might require it to be removed.

Motion by Pat and seconded by Steve that: "Mary will write a letter to 1461 MD that the shrubs and permanent plantings should be removed immediately and the vegetables may stay through the end of the current growing season. Emphasis will be made that Residents are not plant, remove or cut down anything in the Commons Area without prior board approval. Following further discussion the motion carried unanimously."

**President:** Nothing Further

**Common Area:** Would like to purchase a quantity of bulbs and get volunteers to help with planting

**Secretary:** Reminded the board that we need to get three new members on the board and to work toward having a slate for the next annual meeting. Also asked for what dates everyone would like for the September meeting. September 10th was chosen and Pat will reserve the room. Pat also recommends that the FSPHA Annual Meeting be held late in the month

**Next Meeting:** Tuesday, August 6, 2019 Time: 6:30 p.m. Location: Jefferson-Madison Regional Library

**Adjourn:** 7:37 p