

**DIRECTOR'S MEETING MINUTES**  
**November 17, 2009 7:00 PM**  
**West Broad Elementary School**

- President Hugh Cullen called the meeting to order at 7:00 PM. 66 homeowners attended.
  - The purpose of the meeting is to approve the budget which is developed with input from the finance committee, directors and management company.
- Introduction of directors and officers: Directors Thelma Becker and Al Roman, treasurer Bill Santulli, recording secretary Bette Jean Gilbert and management company representative Janice Shearer.
- Approval of September 29, 2009 meeting minutes.
- Introduction of new homeowners: Al and Bonnie Hallman of 102 Gateway Drive, Mark and Ruth Fly of 134 Lions Gate Circle, Chip and Trudy Sutters of 106 Barrington Way, Jose and Evelyn Zambrana of 183 Lions Gate Circle, David and Linda Gross of 169 Taplow Square, Eleanor DiGiuseppe of 14 Clifton Court, Jon and Carol Burpee of 63 Oxford Terrace, and Jim, Ethel and Karen Clemmer of 125 Holly Bush Circle.
- 2010 Budget PowerPoint presentation, prepared by Larry O'Malley.
  - Income—99% comes from monthly fees.
  - Expenses—balanced budget.
    - General operating expenses account for 91% including trash removal, snow removal, grounds maintenance, management fees, electric, insurance, legal/accounting, common area repairs, contingency fund and miscellaneous expenditures.
    - Clubhouse expenses account for 4% including phone, gas, electric, pest control, janitorial, water, sewer and maintenance.
    - Activity expenses account for 5% including pool service, oil heat, gas, electric, janitorial, sewer, phone and maintenance.
  - In the past year expenditures on projects include purchasing padded chairs for the clubhouse, replacing the clubhouse porch columns, replacing the clubhouse hot water heater, installing clubhouse window screens, sealing cracks in our streets, purchasing a pool floor robot, replacing pool filter, repairing driveways, repairing the light at the clubhouse flag pole and installing perimeter screening around the pool.

- Proposed change in monthly fee is \$5.00 increase plus \$5.00 processing fee monthly for those who do not have auto-deduct. Proposed annual assessment for capital reserve is to remain at \$150.00, payable by February 1, 2010.
- Jon Burpee questioned whether budget information will be posted on the website. Hugh answered that homeowners will receive a letter detailing budget information, upcoming meeting dates and census questionnaire. Financial information is not put on the website because it would be available to vendors and the general public.
- John Monagle asked about the capital reserve fund.
- Motion to approve the budget carried.
- Janice Shearer stated that the management company report was covered by the PowerPoint presentation.
- Committee Reports—Hugh thanked all chair people and members:
  - Architectural/Standards—Gene Early: Committee members completed a fall walk around and letters will be sent regarding compliance. Deck colors and windows need to be uniform. Please contact committee with proposed changes to the outside of properties.
  - Facilities: Sue MacFadden resigned as chair. Paul Walther and Dave Conley are new volunteers on this committee.
  - Property—Harvey Freed: A work crew will be called to put up outside Christmas decorations. Thelma Becker is in charge of decorating the clubhouse.
  - Rules & Regulations—Stan Miller: no report.
  - Newsletter—Liz Reichwein: Winter edition is coming soon.
  - Web Site—Larry O'Malley: no report.
- 2010 directors meeting dates will be February 4, May 4, August 24 and November 23. The annual and budget meetings will be held at West Broad Street Elementary School.
- Thanks to Joan Niessen for hosting the October 9 cocktail party.
- Thanks to Sue MacFadden and Mary Lynne Snyder for planning the November 11 pot luck dinner. Thanks to Bill Tompkins for his presentation.

- Upcoming social events include the clubhouse Christmas brunch on December 12, LEO lunch at IVCC on December 9 and men's holiday lunch at IVCC on December 16. Signup sheets to be posted in mailrooms.
- Because of the state budget impasse we are still waiting for grants for round tables. Next year's grant will include a TV and outdoor grill at the clubhouse and extending the pool deck 6 feet on the street side.
- Correspondence:
  - Karl Koch brought attention to needed repairs on the walking path. Property committee has completed the work.
  - Paul McArdle requested time to voice his concern regarding meeting minutes. He deferred when given the floor.
- Homeowner questions:
  - Ken Wiest asked about the status of Verizon Fios installation. Hugh replied that Verizon does not seem interested at this time because of difficulty with installation. The electrical feeds for each quad come through only one side.
  - Joan Niessen asked about installing Direct TV dishes. Jon Monagle said that the Architectural/Standards committee will work with homeowners regarding dish placement.
- Next meeting is scheduled for February 4, 2010 at 9:30AM in the clubhouse.
- Adjournment at 7:50 PM.
- Note: Anyone wishing to bring business before the board shall notify the management company in writing no later than two business days prior to the meeting. Limit of five minutes per speaker.