

**WILLISTOWN KNOLL HOMEOWNERS' ASSOCIATION
BOARD MEETING MINUTES
MAY 13, 2014**

The May 13, 2014 Board of Directors meeting of the Willistown Knoll Homeowners' Association was held at the Mid-Atlantic Management Office in Newtown Square, PA. The following Association Board members were in attendance: Gil Brientnall, President; Bill Horst, Vice-President; Eileen McAnally, Secretary; and Marian Derr, Director. Diane Gothard, Regional Director and Willistown Knoll Community Manager representing Mid-Atlantic Management, was also in attendance.

I. Call to Order

Gil Brientnall, President, called the meeting to order at 6:51 PM.

II. Establishment of Quorum

Board members were in attendance as noted above. A quorum was established.

III. Additions to the Agenda

None

IV. Election of Officers

- > Board members were elected to the following Officer positions:
 - > President – Gil Brientnall
 - > Vice-President – Bill Horst
 - > Treasurer – Marian Derr
 - > Secretary – Eileen McAnally

V. Approval of Minutes

Minutes from the March 20th, 2014 Board of Directors' Meeting were unanimously approved as presented.

V. Officer & Committee Reports

1. President's Report

- > Gil reported on progress related to the Fruh House. A letter needs to be sent to notify Homeowners that based on the results of the Fruh House survey that the Board intends to sell the Fruh House and keep the property. Diane will follow up with Holly to draft the letter by Thursday, May 22nd so we can begin the process to obtain the needed 80% vote to proceed with the sale of the House.

2. Treasurer's Report

- Diane reviewed the March, 2014 Financials which were included in the Board Packet. (April, 2014 Financials were not available due to the timing of the Board Meeting)

YTD Income - Actual \$131,649 Budget \$131,210

YTD Expenses - Actual \$200,958 Budget \$119,200

The Year to Date deficit is \$69,308 due to snow removal.

- Delinquency Report – current report was reviewed and discussed.
- Draft of the 2013 Audited Financial Statements is under review.

3. Property Committee

- **Motion** made and unanimously approved the ARC for 1804 Westfield Court for window and patio door replacement.
- **Motion** made and unanimously approved the ARC for 2606 Westfield Court for garage door replacement pending adjacent owner's approval.

4. Landscape Committee

- Eileen reported that Landscape Committee volunteers will plant the spring flowers next week. Steve Bergin and Mary Margaret Mannion have been doing an exceptional job in planting a number of perennial plants into the common planting areas.

V. Unfinished Business

- Stucco Consulting Contract with Gail Van Dyke was reviewed.
- Diane to work with Cornerstone on his proposal to clear stumps and woodpiles behind 2200 Hartford Court building, behind 2201 Westfield building, adjacent to 2401 Westfield Court and the common area on the right side of Wharton Court.
- Spring House. Discussed Holly Setzler's correspondence and unanimously approved next steps.
- Stucco repairs at 203 Princeton. Unanimous approval for association to pay \$1,500 of total proposal; balance is homeowners' responsibility.

VI. New Business

➤ Invoice Approvals

>**Motion** made and unanimously approved the following invoices to be paid:

Landis and Setzler Invoice # 20075 dated 2/4/14 for \$1,044.

Landis and Setzler Invoice # 20076 dated 2/4/14 for \$516.

Landis and Setzler Invoice # 20077 dated 2/4/14 for \$707.65

Landis and Setzler Invoice # 20179 dated 3/4/14 for \$528.

Landis and Setzler Invoice # 20180 dated 3/4/14 for \$1,510.

➤ **Ai Restoration Proposal**

>**Motion** made and unanimously approved the Ai Restoration Bid #203 PC@P14-3 for \$3,020 (\$1,500 to be paid by the Association and \$1,520 to be paid by the Homeowner).

VII. Next Meeting – June 19, 2014

VIII. Adjournment

The meeting was adjourned at 10:22 PM.

Respectfully submitted,

Eileen McAnally
Secretary