

## EXECUTIVE MEETING OF

### BRANDYWINE HOMEOWNERS ASSOCIATION, INC.

#### MINUTES OF THE APRIL 23, 2020 EXECUTIVE BOARD MEETING

|                               |           |             |
|-------------------------------|-----------|-------------|
| Bill Wertz – President        | Present X | Not Present |
| Bill Bartle – Vice President  | Present X | Not Present |
| Bernadette Howard – Treasurer | Present X | Not Present |
| Fay Steinhauser – Secretary   | Present X | Not Present |
| Deb Casey – Member            | Present X | Not Present |

The meeting was called to order at 6:30 p.m. via a teleconference call with a quorum present.

#### Past Minutes

Deb Casey approved the minutes of November 14, 2019 and Bill Bartle seconded the motion.

#### Treasurers Report

Bernadette Howard discussed the switch in banking from Mutual of Omaha to Alliance Bank and the initial confusion she encountered. Amanda Bublitz, from Boyd Wilson, is now sending her updates and all looks in good order. There was little spent from the snow removal allotment and all looks good. Bill Wertz moved to approve the report and Fay Steinhauser seconded it.

#### Welcoming Committee

Mike Casey wants to wait to welcome new owners until the Stay At Home order is lifted. We discussed wearing protective masks and dropping off the packet as well as contacting Amanda Bublitz to see if she has an email for the new owners to just send the packet that way. We will ask Mike Casey to contact Amanda Bublitz.

No report from the grounds committee.

## ARC Committee

Rich Wilson and Bob Geyer have resigned from the ARC committee and Bill Sample is now the chair. He has 3 members to assist him.

## Unfinished Business

Former Boyd Wilson representative, Brian, said we can consider the upkeep of shutters and mailbox posts as a required maintenance. Bill Wertz and Bill Bartle will survey the neighborhood to determine to whom letters should be sent about that upkeep. The letter will state that fines will be levied if the upkeep is not done by September 30, 2020.

All sidewalk repairs for 2020 have been completed.

Boyd Wilson representative, Jen, was asked in November 2019 to send a letter to 5350 Rivendale Blvd stating that the damaged lawn must be repaired by April 1, 2020, or we would fine them \$250 and have A Touch of Green do that repair. That was not done. Bill Wertz spoke with her within this past week and she has agreed to send that letter with a date of June 30, 2020 for that to be done.

The revised paver policy was discussed and approved. Owners must still send in an ARC but it will be approved if the policy is followed.

## New Business

The policy to allow owners to replace trees with a choice of 2 different species was discussed and approved.

The discussion about small garden flags in the front of owner's homes was discussed and it was decided that the current policy of not allowing that will continue.

Bill Wertz discussed with Jen from Boyd Wilson the need for residents to join the board. Deb Casey says it is necessary to be clear about how expensive an attorney would be to the owners. She also wants us to urge people well in advance of the September meeting. Surely, Boyd Wilson has other HOA's that do this and can give us an idea of cost. Deb Casey has agreed to stay on as Person at Large. Bernadette Howard asked that an email go out in July regarding joining the board vs. using an attorney as well as including something in the packet sent before our general meeting. Bernadette Howard and Fay Steinhauser want Bill Wertz to ask Jen not only about costs but about disadvantages to not having local representatives when issues arise.

Bill Wertz would like a board member and a representative from Cumberland Masonry to check the neighborhood sometime in July to look for trip hazards and work to be done with an emphasis this year on improvements on Williamsburg Way.

A fall yard sale was approved by all members due to the lack of one in the spring. A date of September 12, 2020 was suggested by Fay Steinhauser and all agreed.

We will ask the Welcoming Committee to consider the date of October 3, 2020 for the block party.

A letter will be sent from Boyd Wilson to 5350 Rivendale Blvd advising them that fines will be levied if trash and recycling bins are not kept indoors.

Fay Steinhauser has already contacted Chris Parvin from Parvin Paving about the potential trip hazard where the bike path ends on both sides of Rivendale at the intersection of Amherst. She will be the contact person for this project.

The next meeting will be in early August of 2020 and will be decided at a later date.

Bill Wertz moved to adjourn the meeting at 8:03 pm and Deb Casey seconded the motion.

#### CERTIFICATION

The undersigned hereby certifies that she is the duly elected and qualified Secretary and the custodian of the books and records and seal of Brandywine Homeowners Association, Inc., a non-profit corporation duly formed pursuant to the laws of the Commonwealth of Pennsylvania, and that the foregoing is a true record of the April 23, 2020, meeting of the Executive Board.

Fay Steinhauser

Fay Steinhauser, Secretary