

EXECUTIVE MEETING OF

BRANDYWINE HOMEOWNERS ASSOCIATION, INC.

MINUTES OF THE JUNE 2, 2021 EXECUTIVE BOARD MEETING

Dee Wojdylak– President	Present X	Not Present
Bernadette Howard – Vice President	Present X	Not Present
Carl Wagner – Treasurer	Present X	Not Present
Deb Yates – Secretary	Present X	Not Present
Deb Casey – Member	Present X	Not Present

The meeting was called to order at 6:30 p.m. with a quorum present. Bill Wertz, previous president attended the meeting for support.

Past Minutes

Dee Wojdylak made a motion to approve the minutes of March 3, 2021 and Deb Casey seconded the motion.

Treasurers Report

The Treasurer’s report from January 1- April 30 was reviewed and approved by the board.

Welcoming Committee

The board recommends the development picnic be scheduled for the end of September with a rain date in early October. Dee will notify Linda Hunter of our decision.

Grounds Committee

The three-year contract with Warner Services was signed and approved. Grub control was completed in July of 2020. Dee will check with Zack to see if it is planned for this year as well.

ARC Committee

No report from the ARC Committee. FYI, we had a large number of ARC requests particularly for landscaping changes.

Unfinished Business

Black Top Paving – Repair work on the bike path will take place on June 9 with a rain date of June 10. The work will be completed in 1 day. The contractor will have pedestrian control in place while the work is being performed. Upon completion, the bike path will be open for normal use with no restrictions.

The Courts of Brandywine will owe us \$345 for the sealing and repair of the bike path we both share. Bill Wertz had asked Amanda at Boyd Wilson to notify the Courts of Brandywine HOA back in September. Dee had also reached out to Amanda in April to verify as well. Dee is going to make another attempt to ensure Amanda has made them aware.

Carl will reach out to D B Kreig to determine when the sealcoating of Rivendale Boulevard and the bike path will occur.

Sidewalk repair – The sidewalk repair work was completed. Warner Services will be seeding the grass where the repair work was done.

Reserve Study – Carl will meet with Miller Dodson on Friday, June 4. Dave Amsden will also attend. Carl will notify the consultants we would like to have the report by the end of June so the Board will have the information when preparing the new budget.

New Business

Budget – Dee and Bill Wertz will work on preparing the new budget. Dave Amsden will then review the draft budget. The board will meet on August 4 to review the budget.

Carl is also looking into the possibility of our HOA being tax exempt.

List of Important Dates and Tasks

- We are on schedule with tasks
- July 20 is the earliest we can send the budget and annual meeting agenda for distribution to the homeowners.
- Carl will reach out to Padgett Business Services/Carey Associates (the company that does our tax return) to see if our HOA taxes were completed.

Purchase of new mailboxes – Bill will order the two mailboxes the board approved in our April board meeting

Shutters – A list of homes who need their shutters painted will be sent to Amanda. Dee will draft an email for Mike Casey to send to these homeowners indicating that, as stated in our bylaws, it is the homeowner's responsibility to keep his home in good repair.

September picnic – See Welcoming committee notes above

The next meeting will be on August 4, 2021 to review the budget.

The next HOA Board meeting will be September 21, 2021.

Bernadette moved to adjourn the meeting at 8:00 pm and Carl Wagner seconded the motion.

CERTIFICATIION

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 June 2, 2021, meeting of the Executive Board.

Deb Yates

Deb Yates, Secretary