

## EXECUTIVE MEETING OF

### BRANDYWINE HOMEOWNERS ASSOCIATION, INC.

#### MINUTES OF THE AUGUST 4, 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	Not Present X

The meeting was called to order at 6:30 p.m. with a quorum present. Since the main topic of this meeting was the 2022 Budget, Bill Wertz, previous president and Dave Amsden, Finance Committee lead, attended the meeting as well.

#### Past Minutes

Bernadette Howard made a motion to approve the minutes of June 2, 2021 and Carl Wagner seconded the motion.

#### Treasurers Report

The Treasurer's report from January 1- June 30 was reviewed. Deb Yates made a motion to approve the report and Bernadette Howard seconded the motion.

#### Welcoming Committee

The board recommends the development picnic be scheduled for September 25 with a rain date of October 2. Dee will notify Linda Hunter of our decision.

#### Grounds Committee

Grub control was completed in July. Dee will send Zack a note regarding the landscape trimming that occurred in July. There were some complaints that Warner did not trim some of the bushes properly.

## ARC Committee

No report from the ARC Committee. FYI, we continue to receive a large number of ARC requests.

## Unfinished Business

Black Top Paving – As stated in last month’s minutes, Carl did reach out to D B Kreig to determine when the sealcoating of Rivendale Boulevard and the bike path will occur. It is scheduled for August 10<sup>th</sup> for one side of the street and August 17<sup>th</sup> for the other side of Rivendale. The bike path is scheduled for August 19<sup>th</sup> but Carl will see if the bike path could be done on the 17<sup>th</sup> with the driveways.

Reserve Study – As Carl requested, we did receive the Reserve Study by the end of June. Thorough discussions between Carl, the Finance Committee and Miller Dodson occurred throughout July. A PDF version of the Reserve Study will be loaded to the HOA website as soon as all corrections are completed.

Purchase of new mailboxes – Bill ordered two mailboxes from Schaedler Brothers. Schaedler notified Bill they are waiting on a part.

Shutters – The letter and emails were sent to the homes who need their shutters painted. The date had been extended to November 1 due to the discontinuation of our specific colors. A letter was sent to the homeowners from Boyd Wilson indicating the replacement colors and the extended deadline. Homes whose side shutters are in need of paint will also get a letter with the date of November 1.

September picnic – See Welcoming committee notes above

- Taxes/Tax exemption - Carl did reach out to Padgett Business Services/Carey Associates and confirmed that the HOA’s income taxes were filed on time. Note, we haven’t received the bill from Carey and Associates for filing the taxes. Carl also confirmed we are not tax exempt. Dave Amsden indicated we are non-profit, but we are a 501c4; not a 501c3.

## New Business

Budget – A detailed discussion occurred in regards to the 2022 Budget. At the recommendation of the Reserve Study, the Board voted to rename the Reserve Accounts. We will now have two accounts: the **Association Reserve** account which will include driveways, concrete, etc. (24 items in total) and the **Shared Reserve** which will include the bike path and the entrance sign. Deb Yates made a motion to change the Reserve Account names and Bernadette seconded the motion. Dave Amsden will notify Boyd Wilson of the motion.

To assist with properly funding the Association Reserve, \$50,000 from the Checking account will be transferred to the Association Reserve. The Shared Reserve is fully funded.

After much discussion, the Finance Committee has recommended we increase our Homeowner's dues to \$100.00 and the Executive Board agreed. This is primarily due to the deficit of the Association Reserve identified in the Reserve Study.

The Homeowners Annual Meeting will occur on September 21, 2021. The next Board meeting will occur on October 13.

Carl moved to adjourn the meeting at 9:30 pm and Deb 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 August 4, 2021, meeting of the Executive Board.

Deb Yates

Deb Yates, Secretary