

## EXECUTIVE MEETING OF

### BRANDYWINE HOMEOWNERS ASSOCIATION, INC.

#### MINUTES OF THE JUNE 20, 2023 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 6:35p.m. with a quorum present. Bill Wertz, prior president, and Dave Amsden of the Finance Committee, also attended the meeting.

#### Past Minutes

The minutes from the March 28 meeting were reviewed. Deb Casey made a motion to approve the minutes; Bernadette seconded the motion. The minutes will be added to the HOA website.

#### Treasurers Report

The Treasurer’s report ending May 31 was reviewed and it was noted the charge for the website was allocated to the wrong ledger account. It was charged to Miscellaneous Admin rather than Professional Fees and Website. It was also noted that Boyd Wilson paid our insurance twice. The Deferred Mulching under the Bank Account Balances was showing \$6,667.61 and it should be \$8,333.35.

Bill Wertz also noted that BW is not posting our Finance Report in Caliber. The last report posted was November, 2022. Dave Amsden will reach out to Val and Mary to have the reports posted.

The Board also discussed eliminating the Shared Reserve account (since we no longer share any expenses with the Courts of Brandywine) and move the money to the Association Reserve account. Dave Amsden will notify BW to move the money and also continue to post the

amount that was normally posted to the Shared Reserve account to the Association Reserve until the next Reserve study is done.

With those corrections, Deb Casey made a motion to approve the Treasurer's report and Deb Yates seconded it.

#### Welcoming Committee

Nothing to report.

#### Grounds Committee

The ponds will be mowed on June 21.

#### ARC Committee

We have received several ARCs for landscaping throughout the development; all ARCs have been approved at the time of this meeting.

#### Unfinished Business

1400 Amherst (dog issue) – A letter has been sent to the people living at 1400 Amherst. The issue hasn't been rectified; therefore, the Board recommends fining for the additional three dogs. Dee will check with our Attorney as to whose name is on the deed of the house (the county shows Lorraine Shaffer in care of John and Sally McNeill) and who should be fined.

Approval of new tree – the Board approved the Ivory Silk Japanese Lilac tree in addition to the Okame Flowering Cherry tree as the replacements for the current Pear tree. The Memorandum will be updated and loaded to the website and disseminated to the homeowners

Sealcoating and repair of two driveways – RDS completed the repairs on June 19<sup>th</sup> to two driveways on Revere Drive. Once the repairs have had time to set, the sealcoating will be scheduled.

Enforcement of Weed Policy – The Board has received complaints from one of the homeowners in regards to her neighbor's weeds. A letter will be sent to the homeowner and if the weeds are not removed, they will be fined.

It was also noted that several of the decks in the development are also showing wear and tear.

Courts- Dee will check with Sarah if anything else has to be done in regards to the liability of the bike path.

## New Business

Annual Meeting – the Annual Homeowner’s meeting will be held on September 19, 2023 in the Sanctuary of Aldersgate Methodist Church on Jerusalem Road. Valerie Amacresi from Boyd Wilson will be in attendance.

Landscape area around pond on Rivendale – Dee suggested the evergreen trees along the pond on Rivendale be removed since many of them are dying. The Board agreed with this decision and we will get some estimates to determine the cost of removal and potentially replacing with low maintenance landscaping.

Budget – Dave Amsden mentioned the budget for 2024 is in good shape. There will be a Finance Meeting on June 29 to finalize the budget for approval by the Board.

New Investments – Dave Amsden shared the Alliance Association Bank’s CD rates and terms with the Board recommending we invest some of our money in our Reserve accounts since we are getting a very small ROI. The Board approved the Finance Committee to take \$100,000 out of our Reserve Account and invest in a 11-month and 23-month CD’s that are showing a rate of return of 4.27% and 4.65%

Boyd Wilson Contract – Our contract with Boyd Wilson has not been updated since 2017. Dee will ask Valerie for their standard contract and the pricing structure. We would also like the statements of ‘with cause’ and ‘without cause’ regarding the termination of the contract defined.

Concrete repair – Dee and Bill did a walk-thru of the development noting those areas that are in need of repair. Bill will coordinate the repairs with Cumberland Masonry.

Shrub Trimming – Due to the many inquiries the Board receives regarding shrub trimming, a letter was distributed to all homeowners identifying what the landscaper is contracted to complete. Considering our development is aging, many of the bushes are overgrown and in need of replacement.

Solar Panels – this item was deferred to the next meeting.

Next meeting date- The Board has agreed to meet Wednesday evening, July 19 at 6:30pm.

Motion to adjourn was made at 9:20 p.m. by Deb Casey and seconded by Deb Yates.

## 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 June 20, 2023 meeting of the Executive Board.

Deb Yates

Deb Yates, Secretary