

## Shipley's Crossing Board of Directors Meeting, October 6, 2014

Hi All,

I would like to thank all who were able to attend the Board meeting last evening. The Board appreciates your attendance and your comments/suggestions. If you were unable to attend, below is a summary of what was discussed and acted upon.

### **Meeting Called to Order**

Reminder meeting conducted with Roberts Rules of Order

### **Sentry Report - Princess Winston**

All reimbursement checks have been issued.

Community will transition to one payment system for assessments beginning on January 1, 2015. On line payers will make a single payment for Home and Clubhouse combined. Folks who mail their payment will use one coupon for the combined payment.

Ms. Winston provided an update of the community financials.

### **The Report of Officers**

#### **Old Business**

- Crime Watch and No Trespassing signs have been ordered and will be placed upon arrival.
- The Success of Community Barbeque was discussed. 106 attendees. \$385.81 expended. All who made a purchase for the BBQ were reimbursed from Petty Cash. Petty Cash is in the process of being reimbursed. Again, thanks to all who made the event a great success.
- HVAC Inspection for the Clubhouse was completed on 9/10
- Community Directory was Distributed on 9/10
- Clubhouse was power washed on 9/15
- Clubhouse interior and windows were cleaned on 9/21

-When walking your dogs – Please be courteous of your neighbors. Please do not allow dogs to go on people's lawns. Please pick up after your dog. Thank You!

- There are still spots available the community bus trip to NYC on December 10th. If anyone is interested, please contact Diane Boyea (732) 421-8365

- Pickle Ball continues to be extremely popular in the community. There was a tournament this past Saturday at the Clubhouse. Fun was had by all. Floyd had restaurant gift certificates and medals for the top three finishers. Congratulations again to all who participated and especially the winners. If you are interested in playing, contact Floyd Zablotny (443) 274-2383.

-There was a power outage at the clubhouse a few weeks ago which effected our Clubhouse security system. We had Vector Security out on two occasions, and the system was brought back up to speed. Thanks to Carroll Johnson and Buddy Jackson for their assistance in that process.

-An audit of all of the ARC requests that had been received since May was completed to ensure everyone had received the appropriate letter (approved/disapproved). There were a few folks who had not yet received a letter, and those letters have now been sent.

### **New Business:**

-Received proposed 2015 budget from Sentry Mgt. We are currently reviewing and editing the budget as needed. The Board will vote on the budget in the upcoming months.

- Vendor proposals are currently being solicited for the upcoming budget year. We will review their proposals and make decisions next month.

- Dave Milliman has met with the county inspector to discuss community concerns/issues. He will be discussing this meeting in his committee report.

-Reminder that if you use the Clubhouse and feel you need to adjust the temperature for any reason, please reset the temperature to the recommended levels upon your departure.

-We are looking into adding wireless internet to the Clubhouse. Currently, we have phone and television service and it would be relatively inexpensive to add internet service.

-The Board will establish a new Committee; "Welcome to the Neighborhood Committee" Representative/s from this Committee would keep abreast of sales in the neighborhood,

move in dates, meet and welcome our new neighbors, and ensure that they have any information they need regarding the community.

-With the success of the BBQ, there are ongoing discussions regarding additional community events. Keep in mind, any events we hold inside the Clubhouse over the winter will be limited by the fire code capacity limits.

-I have discussed with the Board, the establishment of a community website. A place for the community to go to get community information, instructions, notifications, documents, photos, etc. I will be proposing to the Board for vote, the expenditure of up to \$20.00 per month to develop and maintain the site. I will develop the site initially and Brenda Milliman has volunteered to maintain the site once it has been established.

-We are going to convert the small room in the back of the Clubhouse to an office which can be secured. The security system is currently located in this room and it will need to be secured. In addition, part of the security recommendations that have been proposed, is to add a desktop computer to the system which will store the security software and all of the data that we need to access on occasion (card #s, etc.).

## **Report of Committees**

### **Architectural**

North - Linda Summers – All is going well, one ARC request was approved this month.

South - Buddy Jackson – Wanted to remind folks to submit your ARC requests in advance of your work to allow the approval process to be completed. Although a request may be processed more quickly, we ask for 14 days for the committee to review the request, solicit any additional information from the homeowner if necessary, approve and submit the request. This is greatly appreciated.

### **Common Areas**

Dave Milliman – Had a meeting with the Anne Arundel County Inspector, James Haupt, to cover our areas of concern. The meeting was very productive. The entire property was reviewed.

South side: Final signoff has not been completed (one year after turnover), the dead trees by the clubhouse Koch have been removed and Koch has promised to replace. Area on the west end of Donner was reviewed where the asphalt is failing, Area behind houses on Montvale was reviewed due to the lack of proper drainage, and the washout at the west end of property near the berm off Brightview needs filled and seeded. Mr. Haupt will cover these areas with Koch as part of the final acceptance for the bond.

North side: A turnover meeting has not been established between Koch and the county. The following issues/areas were reviewed: All blocked and broken catch basins that need cleaned and repaired, the potential broken storm sewer near the Wherry retention pond and the need to have it checked by remote camera, the multiple ground hog dens/holes in the wooded area and in the retention pond, all the sidewalks that need ramps added and where some sidewalks need extended to conform to the master plan, multiple areas that are barren and result in washouts and the large washouts in the swales behind Shallop on both sides. Mr Haupt relayed that all areas need to have a minimum of 85% grass cover (not weeds) to be accepted. He said that Koch needs to address them for acceptance by the county.

C&S Landscaping was contacted to provide a date for the closing and winterization of the irrigation system.

#### **Pool / Clubhouse**

Jane Jackson – Thanked everyone who participated in, and assisted with making the community barbeque a great success. There were several bowls left at the barbecue, if you left one and would like it back, they are in a cabinet in the kitchen. She will be having a meeting with the Clubhouse Committee to discuss and plan upcoming community events. She announced that some of the events being discussed are a wine and cheese party, a cookie swap (give a dozen get a dozen) and one of the events already in the works is Santa visiting the Clubhouse for the grandchildren of community members to come out and meet and talk to Santa, have a photo, etc. Additional information regarding dates and times will be provided when available.

#### **Finance Committee**

Robin Beusse – The Finance Committee is currently reviewing and analyzing the budget provided by Sentry management and will make recommendations to the Board as to any adjustments that will be necessary.

#### **Motions for Vote**

A motion was proposed to authorize a payment of up to \$20.00 per month to develop and maintain a community website.  
This motion was passed by the Board.

## **Floor Open**

A question was asked for specifics regarding the signs that were mentioned earlier in the meeting. The Crime Watch signs will be placed near the entrances to the community and the No Trespassing signs will be placed around the retention ponds.

The specific dates of the trees to be planted on the North side have yet to be determined by Koch. As soon as they are set and relayed to the Board, we will let you know.

Fall aeration and seeding of the lawns on the North Side is not part of the current contract. In the upcoming vendor bids, we will explore asking for a rate (hopefully a group rate at a discount) for those who may choose to pay for this service next year.

With regard to the grass that has been planted on the North side, which has failed to grow properly, Dave Milliman has had discussions with the County regarding this subject and the County will require Koch to remedy to this situation prior to turnover.

A discussion was held regarding traffic on Brightview. The AA County Police and Traffic Enforcement Division of AA County were notified regarding this subject. The police advised that they were going to increase police presence on Brightview. The Traffic Enforcement Division has evaluated the situation, made several changes to the signage approaching and on the traffic circle. According to county regulations, Brightview is not the type of road that would qualify for speed bumps and it is too close to a community to install rumble strips (noise). We will continue to monitor the situation.

## **Meeting Adjourned**