

Wellington Manor
HOA Annual Election Meeting
Via a Dial in Conference Call, May 16, 2022 - 7:00 pm

The May 16, 2022 Wellington Manor HOA Board of Trustees Meeting was called to order at 7:00 pm by the Board President Steve Walker.

Roll Call

In Person: Steve Walker, President
Michael Swiatocha, Vice President
Karen Haftl, Treasurer
Valarie French, Co-Secretary
David Papalia, Property Manager

Via a Dial in: Marva Novitz, Co-Secretary

Steve Walker stated that there would only be one meeting since the quorum was not met for the annual election. The Board will have a meeting by the end of the week after receiving more ballots and will inform the community of the results.

Certificate of the Presence of a Quorum and Proof of Notice – There are at 5 board members present constituting a quorum to move forward with the meeting.

Approval of Minutes – Approval of March 21, 2022 HOA Board of Trustees Meeting minutes - Steve Walker made a motion to approve as presented, 2nd by Michael Swiatocha, all in favor.

Covid-19 Status:

- a) **Clubhouse** – It is open, you have to be vaccinated and a onetime sign in form.
- b) **Fitness Room** – It is open to vaccinated residents, one person at a time and please pick up and clean after yourself.
- c) **RAC** – It is open, guests are invited but you and your guests need to be vaccinated.

Treasurers Report:

- a) **Asset Summary 4/30/2022** – Everything looks great, in fine shape. \$15,000 was budgeted for the snow.
- b) **Projected Revenue & Expense – 3/31/2022** – No surplus for 2023 and there will be an increase in the Maintenance in 2023.

Appropriations:

- a) **Clubhouse Grill** – Carl Vannozi took a look at the grill that they have had for over 10 years and stated that the grill was in bad shape and need of replacement. Michael Swiatocha found a grill made by Monument for \$550 at Lowes, which includes cover, assembly and removal of old grill. Motion to approve purchase of grill made by Karen Haftl, 2nd by Valerie French, all in favor.

- b) **AED Device** – On May 12 the Board approved \$2,254.18 to replace the 16-year-old device, but it will take 35 weeks for new unit to be delivered. Stryker Emergency Care will lend a temporary unit to use until the new one arrives.
- c) **5-Year Pool Bonding Electrical Inspection** – Mid State Electrical Contracting will be doing the inspection this coming Friday May 19th, 2022.

Pool:

- a) **Covid Protocols** – The pool looks great, all the paperwork has been send to the township. There will only be pool attendant instead of a lifeguard. The bonding electrical inspection will be done on Friday morning. Innovative Power Wash Company cleaned the pool deck, pool fence and the concrete area around the benches on Lexington Drive. Pool will open Saturday May 28, though July 1st, 2022 on weekends only from 12:00 – 6:00 PM, afterwards open daily until September 5th. Residents must be vaccinated and sign a one-time waiver. Residents are allowed to bring guests who are also vaccinated. The guests will be required to show proof of vaccination and sign a waiver each day they enter the pool. If the guest is a minor, the responsible resident will sign for them.

Sidewalks – A new Covenants Committee was formed to be chaired by Bill McGarry. The committee will include Valarie French, Cindy Smith, Broderick Reynolds and Sue Murphy-LaMarche. They will be implementing guidelines that will lay out specifications. Inspection will be done by the end of May and a notification will be sent out to the homeowners. This is a big ticket item in the reserves.

Clubhouse Sound Abatement – The Board is going with ICI Commercial Interior Company, They have ordered 32 4x4 covered panels for July. The installation work will start on the 3rd week, panels will be attached to the ceiling and they are white.

Management Update - Premier Management Associates - David Papalia let everyone know that he understands that it is landscaping season, and if anyone has any questions or concerns, they should reach out to him directly via email and he will address the issues.

Committee Reports:

1. **ARC** – Jerry stated that it has been very busy with the replacing of windows, front doors, roofs and he mentioned 7 addresses that were approved by the Board, 1 in March, 3 in April and 3 now in May.
2. **Clubhouse** – Emergency lighting is being replaced and some painting need to be done.
3. **Fitness/Exercise** – Steve Walker said that it was good and the gym was being used regularly
4. **Library** – The book shelves have been organized and they have left the bottom shelf empty to make it easier so no one has to bend down. Any donated books are greatly appreciated just place them on the table.
5. **Communications** – Nothing to report.
6. **Covenants** – They had their first meeting already and will be meeting on a weekly basis. This committee will go over procedures of the community and recommend changes if required.
7. **Dispute** – Nothing to report.

8. **Finance** – Steve Walker mentioned that the committee will meet on May 25 and they will look where the community is now and look at where they are going.
9. **Flag** – This committee is very active all year, they will be meeting on Memorial Day at 12 PM for a brief 20-30 minute ceremony. A new truck assembly has been installed on the flag poll that should last the next 10 years.
10. **Grounds** – The planting at the Westminster area has been completed. Hazardous tree program with remediation soon responded to request. A sight-line problem with pedestrian was reported on Lexington Drive. Large bushes removed and sod put down. Replace the tree that was taken down by the tornado and an allowance should be given to put up fence.
11. **Recreation** – Recreation and Social had an event “The Price Is Right” game, about 25 members of the community participated and they had fun.
12. **Social** – After the Flag ceremony on May 30th, there will be a picnic barbeques Karen Haftl & Terry Reynolds will be hosting. On June 22 at 12:00 noon, there is a lunch and learn with Jane Brady, audiologist. Mary Shultz will host, bring your own lunch. June 26, will be the Ice Cream social hosted by Marva Novitz and Karen Haftl. October 19 a group will be going to see “Evita” at the Bucks County Playhouse in New Hope, PA. If anyone is interested please rsvp by June 20, a down payment will need to be made by then. Tickets are \$50 per person. Saturday Coffee will be June 11th from 9:30-11:00 AM. Tuesday, June 16th is Ladies’ Night Out.
13. **Sunshine** – Just let Carol Melillo know if anything is needed.
14. **Welcome** – Welcome the new homeowners at:
 - 40 Buckingham – Mr. & Mrs. Sciarrotta
 - 5 Lexington – Mr. & Mrs. Hayman
 - 4 York – Jonathan Gross & Elisa Cohen

New Business:

Steve Walker Discussed the Capitol Contribution and suggested that they should raise it to \$1430 (2) quarters instead of one. A motion was made by Michael Swiatocha, 2nd by Karen Haftl, all in favor.

Everyone thanked Steve Walker and Valarie French for the tremendous job that they have done in their term.

Steve Walker and Valarie French thanked the community for their support and a wonderful experience as well.

A motion was made by Karen Haftl to adjourn the May 16, 2022 HOA Board of Trustees Meeting at 8:15 PM. 2nd by Valarie French, All in Favor.

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Steve Walker, President

Recorded by Luz Zielinski, A PMA Administrator