

**THE VILLAGE OF LITTLE MILL HOMEOWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS**  
**MINUTES**  
**September 20, 2023**  
**7:00pm**  
**Zoom**

The September 20, 2023, meeting of the Village of Little Mill Homeowners Association Board of Directors was called to order at 7:09 pm by Board Vice President, Ann Venable

Board members present: Anne Venable, Shandra Banutu, Tova Samuels

Board member absent: JoAnne Boswell

Also present: Melissa Errickson, Pin Oak Community Management, LLC Attendance list attached

**I. General Business**

- A. Financial Review – Melissa Reviewed the financial overview of the community for members present. The Association has \$39,846.18 in its operating fund and \$69,248.64 in its reserve account. Bills to be Paid –Bills have been paid electronically and a Check Register of all checks written for the past 90 days was presented to the board for review.
- B. Approval of Minutes – The board reviewed the minutes as presented from the June 20, 2023, Open Meeting, Shandra motioned to accept the minutes as presented, Ann 2<sup>nd</sup>, Tova was in favor.

**II. Old Business-**

- a. Rules & Regulations Update – The committee and the Board are still organizing to review the rules and regulations.
- b. Dryer Vent Cleaning – Melissa presented the Board with a bid from Schoen's Duct Cleaning in the amount of \$8,547.00 (plus tax) to clean out all the dryer vents in the community from the exterior. Shandra motioned to accept the proposal from Schoen's as presented, Ann 2<sup>nd</sup>, Tova was in favor.
- c. Tree Trimming Proposal – Melissa presented a proposal from Lindy's Landscaping for the trimming of the low branches from the area in the amount of \$11,250.00 (plus tax). Shandra motioned to accept the proposal as presented, Ann 2<sup>nd</sup>, Tova was in favor.

**III. New Business-**

- a. Landscape Contract – Melissa presented a bid from Lindy's Landscaping and HML Landscaping for the 2024-2026 Lawn & Snow Removal Contracts. The board asked that the bidding process be tabled until at least one more additional bid is received.
- b. Curb Painting – Melissa has stated that Pine Hill Borough has not responded to emails & phone calls regarding parking on the curb lines near corners and handicap cutouts that is causing traffic & safety concerns. The board requested that Melissa reach out one more time giving the Borough a deadline and if not heard from the association will take it upon themselves to have curbs painted within the guidelines set forth in the Borough's Ordinances.

**IV. Open Forum-**

- a. Painting of the shutters and doors as a community project was discussed. Melissa explained that the expense to do the entire community would be roughly \$60,000 as per bids received in previous years and that roughly 130 need to be done which is only half of the community. Board decided they will table for now.
- b. Pooper scooper to be installed on Millstream is being installed later in the week.
- c. Bulletin boards need to be updated. Melissa stated they will put election information in this week.

Being no other business, the open portion of the meeting was adjourned at 8:40 pm.

Respectfully submitted, Melissa Errickson, Manager