

Woodledge Village Community Association, Inc.  
Board of Directors Meeting  
March 10, 2018

Present were Jim Marsh, Sue DeSanti, Kristi Laurensen, Tom Ryan, Richard Dioguardi, Cathy De Groat, Shannon Guinard.  
Absent were Caroline Lodewyks, Kevin Kelly Joe Mulvey, and Malissa Kapschull.

Motion to accept the October 2017 minutes since there was no November 2017 meeting – Sue, 2<sup>nd</sup> Kristi

**Finance and Revenue: Tom**

Balance in our accounts, Due & Care \$ 92,355.54, Money Market \$15,738.20, Special Assessment \$ 25,943.44 and Capital Improvement \$ 22,491.58 Petty Cash is \$ 112.47. The Board and public have a copy of the Profit and Loss vs the budget, Balance sheet and Revenue and Expenditure reports. The accounts were pulled from the collection agency and updated with 18 new accounts. There were advised to check with us before making any deals. There were 2 Liens placed. There were 12 accounts that became active from Repository. Two more need to be updated. We have 3 accounts in Estates we are working with.

**Roads: Jim**

When the snow is gone we will assess the damage. Due to the cold weather we have many pot holes. We lost some speed bumps that were taken away by the plow. Kristi made a motion to order 3 yellow no trespassing signs and 4 breakaway polls for the entrances. Cathy seconded the motion.

The Covered Bridge drainage will be taken care of this spring along with the one on Juneberry & Elderberry. After a discussion, Kristi made a motion to place modified stone in front of the mailboxes. Sue seconded this motion. Received an email concerning the bridge getting hit. It stated maybe a no commercial vehicles sign be installed. The Boards desire was no more signs to posted anywhere they feel there is more than enough signs throughout the Community. Jim will repaint the clearance height.

**Building and Construction: Jim** Nothing to report.

**Trees: Rich** No more left they are all down. Received a letter from May regarding the trees in front of her house. The Board stated this is a closed matter. Rich made that motion and Kristi seconded it. All voted unanimously. Thank you Kevin, Rick, Wayne and Mike for cutting the tree so people could get through. Thank you everyone who also helped. A claim was filed with the insurance for the fences by the tennis court and basketball courts where the tress fell and the cleanup and removal of down trees. There is a \$ 1,000.00 deductible and only \$ 500.00 coverage for trees cut and removed.

### **Lake and Dam: Jim**

Shannon made the motion to approve the proposal contract from Ecological Solutions to treat the Dam and Lilly pads with the words taken out **if necessary**. The cost will not exceed \$ 2,200.00 for 4 treatments for Lake and 1 treatment for Dam. Jim seconded this motion. All were in favor. Marie will take care of that. We have to pay DEP an annual registration fee of \$800/year due July 1<sup>st</sup>.

### **Clubhouse: Kristi**

We had the Halloween and Christmas Party. Santa and crew from Forest Fire Company was a great hit with the kids. The Easter party will be Saturday March 24 at 5pm.

The fireplace needs to be professionally cleaned. Shannon made a motion to get quote and Jim seconded this motion. They also made a motion to purchase a cover for the fireplace. Sue will make a list of instructions for rentals on how to properly use it. The community cleanup date is Sunday April 22. We will invite the young marines and have a pizza party. We will be installing hot water heaters in the two bathrooms. A motion was made by Kristi and seconded by Cathy to purchase 2 – 6ft plastic tables and 2 – 8ft plastic tables for now and later the round tables.

Jim and Rich left at this time.

### **Hospitality: Shannon**

She mailed out 3 sympathy cards and needs a book of stamps. Kristi was thanked for the Halloween and Christmas Party.

Kristi will do welcome baskets instead of Shannon. Sue and Cathy are willing to help her.

**Pool:Kristi** Attorney Magnotta stated we can use Capital improvement money for a brand new pool.

Kristi is setting up prices with different pool companies and report back to the board. There was a discussion on the new pool. We would eliminate the baby pool and extent the big pool to include the baby pool. The baby pool would be filled in and make a patio. We will apply for a new license now that Phil has updated his credits.

**Maintenance:** The list has to be updated. Some things were done but many more need to be added. A discussion on hiring a handy man was tabled

Jim returned.

### **Unfinished Business:**

The computer was update with all the property owners by name. The black boxes were update by all the 566 lots and owners. The file room was updated with all new names and address plus each folder is color coded (House is colored Lots are green) and includes the lots and houses owned. Now everything is in order

and matches. There are 27 people on a payment plan some are the ones we just billed. There were 4 houses sold and 2 more in contract. The Board approved to waive the finance charges and late charges on the accounts that were not billed in the past, if they pay all the Dues, Care, and Special Assessment.

Pike County just put us 17 properties for tax sale including the one Woodledge owns in the Meadows that did not perk. In Repository we have 45 in Pike and 16 in Wayne. We have 2 mailboxes that are leaking. Jim will check this out. The other mailbox is loose and hard to open, he will check it out. Marie will contact the Post Office about the lining. The accountant policies did not get done due to lack of time. The insurance company declined our request for the additional \$ 1,000.000.00 coverage we are at our Max of \$ 2,000.000.00. Palmyra Township had the property cleaned up. Their ordinance allows two unregistered vehicle. Sue brought up the security status regarding her husband. After a discussion it was decided that we table this until we would contact the Insurance Company on how to handle her husband being reappointed as security or neighborhood watch. After a discussion Kristi made a motion and Jim seconded it that we should purchase a plaque in memory of Matt Lodewyks for one of our benches.

### **New Business:**

In July there will be 5 members up for election. Sue, Kevin, Rich, Joe and Cathy. Bill Witmer is interested in running. Election forms will be due April 26, 2018.

When the June bills go out we will also mail a newsletter. Committee people need to submit articles to Marie for the newsletter. Cathy will try and get ads. Cathy made a motion to donate \$ 25.00 to the Lackawaxen EMS and \$ 25.00 to the Lackawaxen Fire Commission since we already donate \$ 50.00 to them.

They do two mailings a year. This motion was seconded by Kristi. After a discussion on the landscaping the specs they were updated to read as: five cuttings on all community roads, starting May and ending September. For the months of May, July and September this must be done the week of the Holiday not the day of the Holiday. The following arears will be cut twice a month, the three main entrances, Woodledge Village, the Hills and the Meadows. Also the arears of the clubhouse, the play area, the pool which need to be blow out from the inside of the pool gate, the dam, the marina, the island and the mailboxes. The tennis courts and basketball courts need to be blown out one a month. The office needs to be called when they are coming in. A motion was made by Kristi to advertise for a landscaping with the new spec. Cathy seconded this. A motion was made by Kristi and seconded by Sue to keep our accountant and sign the new proposal. Marie will take care of this. A clean up date is Sunday April 22<sup>nd</sup> with a pizza party. We will invite the Young Marines.

For the Boards information Pa DEP annual Dam registration - \$ 800/year is due July 1<sup>st</sup>.

Sue made a motion to change the May 5<sup>th</sup> meeting to May 12<sup>th</sup>. Jim seconded this meeting.

Motion to adjourn – Sue, 2nd Kristi.