

The Preserve at Brookview Homeowners Association, Inc.
Annual HomeOwners Meeting-June 20, 222

In attendance and constituting a quorum were board members: Jared Sterbinsky, Craig Smith, Jay Bowden, Jana Bowra, and William (Bill) Shook. Also in attendance, in person and via Zoom, were several homeowners.

Call to Order

The meeting was called to order at 6:08 PM by organizer, Jared Sterbinsky. Jared opened by welcoming all homeowners with the following statement:

“Good evening and thank you for attending tonight's annual meeting. As we make our way through our first year as a newly formed Board, we are setting the quality standards of The Preserve for many years to come. We are working closely with Yingst to ensure that we are left with a naturally beautiful landscape and quality functioning mechanisms...so we aren't spending unnecessary money in the future.

Our vision remains the same today as it has been since we started. We are committed to protecting our home values, promoting safety, and conserving the aesthetics we all bought into through our Declaration of Covenants and By-Laws. We want everyone to enjoy their properties and this neighborhood in a safe and positive manner. We are here as a resource and encourage open communication and dialogue.”

I. Agenda

A. Approve Minutes from Prior Meeting on February 9, 2022.

- Craig Smith motioned to approve meeting minutes that were posted to the website (no comments or changes noted); Bill Shook seconded the motion. The motion was unanimously approved.

B. Officers and Committee Reports

- ARC Committee
 - Craig Smith reports that to date the ARC committee has passed 34 requests and has one pending. Homeowners should note, once an ARC request has been submitted the committee typically starts processing the requests within a few days. Once it has been approved the board needs time to get all the votes together, typically within 2-3weeks. Be patient, and reach out for the status of your request.
 - Community maps of phase 4 and 5 have recently been published to the website. Hopefully these maps will help aid our community in understanding where property lines and common spaces are.

Please note that they are not 100% accurate so if you are having any work done on your property you should have the property lines surveyed.

- Treasurer Report
 - Bill Shook reports recap of 2021/2022 financials
 - 12/31/2020 balance \$16,754.14
 - Surplus 2020 \$3675.84 (Surplus defined as the difference in revenue and expenses for the year.)
 - Declarant to HOA transfer happened 10/13/2021
 - Audit was performed, and Yingst owed HOA \$16,009.59, they paid.
 - Surplus 2021 adjusted \$1,480.
 - 12/31/2021 balance \$34,214.57
 - 1/1/2020 budgeted expenses \$20,000. Budgeted income \$19,900.
 - Income as of 5/22/22 \$18,539.32 (still waiting on a few dues to come in from recently settled homes)
 - Projected deficit \$1,460.68
 - All figures indicate that current HOA dues are appropriate
 - Discussion of reserves currently \$34k
 - Reserves “a means to prepare for the future”
 - Large scale projects, repairs, replacements
 - We could commission a Reserves Assessment for a couple \$1000's, board hopes to avoid this.
 - Example given of a local HOA board that was hit with a \$50k repair bill for a common space retention area. Board did not have reserves and had to take out a loan. They raised dues by hundreds of dollars to repay the loan. We would like to avoid this by having appropriate reserves.
 - Board is going to continue to assess the reserves as this first year of the board continues.
 - Homeowner Ann Camacci questions if monthly budget reports can be made available?
 - Bill responded that at this time if any homeowner has specific questions regarding the HOA budget and expense they reach out to him. A detailed budget/expense sheet will be made available annually.
 - Board is still trying to figure out how to make the financials available to all. They do not want them posted on the public website.

C. Unfinished Business

- Signage
 - The board continues to investigate masonry options for signage to the entrance of The Preserve at Beaver Creek and White Birch Ln.
 - A homeowner wrote Yingst a letter detailing why they feel Yingst should be paying for these signs in full.
- Homeowner Directory
 - It is still a work in progress.
 - Will need to collect the information that each individual homeowner would like to be published in the directory.
 - It will not be posted on the website at this time, as the website is a public page that anyone can access.
- Yingst Collaborations
 - The board has been working hard behind the scenes to communicate with Yingst areas within the neighborhood that are still “unfinished”.
 - The berm between Phase 4 and 5...reseed grass vs. planting new greenery that mimics more of what was taken away.
 - Phase 5 cul-de-sac plan for restoring the ruts in the cul-de-sac island grass. Possibility of placing river rock or re-structuring it so this isn't an ongoing problem in the future.
 - Jared has a meeting planned with John Zervanos and Richard Yingst to make sure these areas and all areas within the preserve are taken care of before Yingst completes the development. Only two lots remain at this time.

D. New Business

- The maps of Phase 4 and Phase 5 were shown.
- The Board explained that The Preserve consists of 30 acres of common space that the HOA Board is responsible/liable for.
- Jay Bowden went over the meeting with our insurance provider, and homeowner within The Preserve, Andy Enders, about our insurance that covers the common spaces. A new umbrella policy was bought to make sure we have enough insurance for these areas. Jay was unsure how much we had to pay for this policy.
- New officers were selected, as two spots on the board were up for election. Craig Smith's term as member at large was only a one year term and Jana Bowra had selected to resign one year early.

- Craig was nominated to serve another year as member at large. He accepted and was elected.
- Racheal Miller was nominated to serve the remaining year as Secretary. She accepted and was elected.
- Over 31 households voted! Thank you everyone!

Open Comment

- Scott Stank wanted it to be known that when he questions the board it is not to push opposition but rather to gain information. He has full faith in our board and thanks them for all that they do.
- Matt Yates questioned the common space beyond his property line that was recently seeded when his own lawn was completed. Who will maintain these grass areas? The board will need to look into this and get back to him.
- Robin Rommel questioned when the pond behind her house would have the final grading done. She states that the soil is eroding and because part of the pond is on her property she had to purchase additional insurance coverage in case anyone would become injured in this area. Explained that as we have explained to her before this is not currently an HOA board issue but an issue for Yingst as they are still in control of this area.
- Anne Camacci asked what the plan for the berm between phase 4 and 5 is. Explained that we are still working on the final plan with BJ landscaping and Yingsgt. We are hoping to restore most of the area back to its natural state. The cost of maintaining the grass on the berm overtime would be far more than the cost to plant the area in a self maintaining habitat.

Adjournment

Jared motioned to adjourn the meeting. Craig moved the motion and Bill seconded. The motion was unanimously approved. Meeting adjourned at 7:10 P.M.

Certification

2.9. Order of Business. The order of business at all meetings of the members of the Association shall be as follows: (a) Roll call or other proof of quorum. (b) Proof of notice of meeting or waiver of notice. (c) Reading and approval of minutes of preceding meeting. (d) Reports of officers and committees. (e) Election of members of the Executive Board, if applicable to such meeting. (f) Unfinished business. (g) New business. (h) Adjournment

The undersigned hereby certifies that she is the duly elected and qualified Secretary and the custodian of the books and records and seal of The Preserve at Brookview Homeowners Association, Inc., a non-profit corporation duly formed pursuant to the laws of the Commonwealth of Pennsylvania, and that the foregoing is the true record of the June 20, 2022 Annual HOA Homeowner Meeting.

Jana Bowra, Secretary