

LHC – HOA (Lighthouse Crossing – Home Owners Association)

Meeting Minutes

June 22, 2017

Opening

The regular meeting of the LHC – HOA (Lighthouse Crossing – Home Owners Association) was called to order at 9:00 am on June 22, 2017 by Debbie Graves, President.

Present

Debbie Graves (President), Janine Hyde (Vice President), Nancy Melton (Member at Large), Nancy Mozal (Treasurer), Jonathan Poole (Seascope, Property Management)

Agenda

This was the first official meeting of the Board since the inception of the newly elected officers. Debbie Graves conducted the meeting and had a list of items that were discussed. They are as follows:

Review/Approval of Monthly Expenses

Debbie had a list of expenses which Jonathan had provided. The board reviewed and approved the payment of said expenses.

• Pool

- ~ The light on the right side of the pool flickers. ***Jonathan will have corrected.***
- ~ Debbie Graves has replaced Karen Bryant on the Pool responsibilities and will assist Nancy Melton in taking care of checking on the Pool weekly and advising Jonathan of any issues that may occur or need addressing.
- ~ There is a timer on the gate which allows entry to the pool at said hours. ***The timer will be set by Jonathan to open at 7:00 am and close at 10:0 pm.***
- ~ The pool lights will also be set on timer to come on at dusk and turn off at 10:00 pm. ***Jonathan will set timer.***
- ~ ***Jonathan will purchase paper towel holders to be placed in the bathrooms.***
- ~ ***Jonathan will purchase trash can liners,*** Debbie Graves will replace liners if necessary during the week in the event trash cans fill before cleaning company is scheduled.
- ~ It was mentioned, not all residents have keys to the bathrooms. Jonathan supplies Donna McCellahan (Greeter) with keys and she provides to the new home owners. In the event someone needs a key contact Donna.
- ~ It was determined that we need additional seating at the pool. ***Nancy Melton and Debbie Graves will purchase four (4) lounge chairs and one (1) table and four (4) chairs for the table.*** The table will be placed in the shaded area. It was approved to purchase from “Hit the Deck”.

- ~ There was an accident where one of the residents fell in the area where the bathrooms are located. The resident is okay but did take a hard fall due to this area being extremely slippery. As a result, ***Karen Bryant will design an "Accident Report"*** which is to be completed by a Board Member any time there is an accident/injury of a resident/guest in a "common area" on the grounds of Lighthouse Crossing. This report is to be turned into Seascape Property Management immediately. As a result, a rug will be purchased to be placed in this area to prevent further accidents. ***Debbie and Jonathan will take care of purchasing and placing the rug in said area. Debbie will get accident information to Jonathan on the above incident.***
- ~ One of the residents (Jim McKeldin) is gracious enough to assist with spraying the drive way by the pool for weeds and will continue to do so but Debbie has requested he spray at a time when no one is at the pool. Apparently, the last time he sprayed a resident was at the pool and complained of being affected adversely by the spray.
- ~ There was a bird nest in the pool area. The birds have left the nest and it has been removed. ***Jonathan will check into some type of strip that keeps birds away.***

- **Architectural**

- ~ Debbie was notified by Selbyville Township of residents doing improvements, fences and such, without proper permits. ***Karen will revise the current checklist which is provided to "new residents" and Jonathan will include with the Newsletter*** which will be going out to all residents in July, 2017.
- ~ Debbie questioned as to whether the Board needed to maintain copies of plans submitted to the ARC (Architectural Review Committee). Since Seascape maintains copies of all plans it was decided that the board does not need to maintain copies.
- ~ ARC forms are to be submitted in duplicate to Danny Mullaney @ dannymullaney@verizon.net or hardcopy to his residence 31882 Two Ponds Road. ***Jonathan please include this in newsletter.***

- **Ponds**

- ~ Janine advised Jonathan that the new light in Pond #2 is not white but amber. ***Jonathan will check into and advise.***
- ~ Ponds # 3 & 4 are still maintained by the builder and have not been turned over to the HOA.

- **RV Lot**

- ~ Seascape has list of lot numbers and current lot holders. Jim McClean will take care of weeds, grass, checking the locks. Jonathan advised Debbie to notify Jim to submit receipts to her for materials purchased and he will be reimbursed for the common areas not maintained by Spasato.

- **Lawn/Grass Maintenance of Common Areas**

- ~ It was noted that the grass/weeds in the common area around Pond #2 was not being maintained properly. It was apparent that either the blades need sharpening or the cutter needs to be adjusted.

Jonathan will notify the contractor regarding all lawn items (Spasato). Debbie will notify and work through Jonathan when issues/items arise.

- ~ Some resident(s) have complained about the weeds/grass over grown on the lots not yet purchased. Town ordinance states grass/weeds cannot exceed 12 inches. These lots are to be maintained by the builder. ***Debbie will notify the builder (Alan).***
- ~ Trees that were to be removed by Pond #1 have not yet been removed and the flower beds are supposed to be weeded in June & July which they have not been weeded. ***Jonathan will notify the contractor (Spasato).***
- ~ The sprinkler in the common area by the swing is stuck in the on position. There is supposed to be 3 summer inspections. ***Jonathan will contact Spasato.***

- **Other**

- ~ The township has provided a Speed Machine to assist in residents maintain a safe speed in development. It was put in the wrong place (should be on Two Ponds road as this is where there seems to be an issue). ***However, it is not working and Debbie will contact the township to have it fixed and placed on Two Ponds.***
- ~ Debbie brought up flag pole. Apparently it is state law that a flag pole flying American Flag cannot be removed. By-Laws need to be amended. ***Jonathan will amend.***
- ~ A resident is not in compliance with the by-laws regarding storm door. ***Jonathan will send letter to said resident.***
- ~ Jonathan brought up the fact that the state requires a Reserve Report and Reserve Account be maintained for xxx amount of dollars be set aside annually for items such as: pool, entrance ways, common areas, etc.. The current Operating Account has \$82,045.29 and the Reserve Account has \$79,142.87 as of 6/22/17. ***There was something else mentioned about Reserve Advisors. I did not have any additional information in my notes, we will need to add this to the next meeting minutes in the area of “Changes to Last Month’s Minutes”.***

Jonathan to include in the July, 2017 Newsletter the following:

- **Board Members and their positions:**

- Debbie Graves – President
- Janine Hyde – Vice President
- Nancy Mozal – Treasurer
- Nancy Melton – Member at Large
- Karen Bryant - Secretary

- **Architectual Committee** - Danny Mullaney – dannymullaney@verizon.net or 31882 Two Ponds Road

- **Pool** - Nancy Melton nancyandtom_1@msn.com (the space in nancy’s email is actually an underscore) & Debbie Graves dgraves16@yahoo.com

- **Ponds** - Janine Hyde janiehyde24@gmail.com & Karen Bryant kares.bryant@gmail.com
- **Welcoming Committee** - Donna McClellan – donnabgd@aol.com
- **Lot for RV's, etc.,** - Nancy Melton - nancyandtom_1@msn.com
- **Lawn Maintenance** – Debbie Graves - dgraves16@yahoo.com

Note: Any of the above Board Members may be contacted for any reason and they will ensure that the issue/concern is directed/addressed accordingly.

Adjournment – The meeting adjourned at 11:00 am. **The next meeting is scheduled for Thursday, August 17th @ 9:00 am at Karen Bryant's house 38663 Bright Ocean Way.**