

MINUTES

Silver Woods CA Monthly Board Meeting

August 11, 2026

6:30-7:45

35 Homeowners attended

Housekeeping

- Call to order (6:30 PM) - Marc Bognar (presiding), Trish Hanks, Len Janssen, Cal Hargett, Mary Doran Brown, Tabitha Hammerstone from PCAM.
- Approval of June 9, 2026, minutes. Cal made a motion to approve, Trish seconded the motion, and the rest of the BOD approved. Motion carried.
- Meeting Etiquette Guidelines: Marc reviewed the Etiquette Guidelines.

Committee Reports

1. Board Committee Reports:

a. (Marc Bognar): **ARC and Premier:**

- i. ARC – there will be a matter discussed during new business.
- ii. Premier – given the growth in our community, the Board is considering having a property manager on site 2 days a week starting next year to be more easily available to homeowners and to deal directly with contractors such as the landscapers, pool and clubhouse service contractors.
- iii. Strategic Planning Committee – the committee has been gathering some facts and cost estimates and will be meeting again in early September.

b. (Trish Hanks): **Finance/Investment**

- i. We have two CDs maturing in August. After discussion with the Investment Committee, Ron Hope and Lisa Ford, we suggest rolling these two CDs over to a 7-Month Special CD, currently at a rate of 3.54%. The current balance of both CDs is \$11,112. In addition, our Operating Reserve has a balance of \$25,042.46 and our Amenities Reserve has a balance of \$26,721.04. We also suggest increasing the rollover amounts by \$2,000 using funds from each of these reserve accounts. These investments would coincide with other CDs that are maturing in October.
- ii. In the Executive Board Meeting on August 4th the Board approved increasing the value of the two maturing CDs by \$2000 using funds

from our Operating and Amenities Reserve and rolling over to 7 Month Special CDs.

- iii. A request was made for a copy of the SWCA Balance Sheet. See image at end of notes. Marc mentioned that financial reports are always available on PCAM's portal.

<https://home.pcam.net/community/documents/a/106/f/32645>

c. (Mary Doran Brown): **Clubhouse/Fitness Room**

- i. Brasures was here in June for the Spring pest control treatment. Joe G. asked if crawl space had been treated/checked. No service was provided for the crawl space in June. Mary will request a check of crawl space in future maintenance visits.
- ii. Donna LaBlanc from the Clubhouse committee met the RMS fitness technician who conducted a routine maintenance service on the fitness equipment. No issues were found.
- iii. The cleaning service has been servicing the clubhouse three days a week during the summer season.
- iv. Trish Scott has restocked a couple of clubhouse supplies.

d. (Len Janssen): **Maintenance/Ponds/Pool:**

- i. Pond - Various small maintenance items were handled in the last 2 months.
- ii. Maintenance -

07/05/26 – Coastal Technology replaced the wall mounted volume control for the pool music and reset the communication rack, which had gone offline following the power outage.

07/13/26 – The WattBox surge protector for the clubhouse video/audio system failed. Coastal Technology temporarily connected the networking and camera equipment.

07/17/26 – Coastal Technology installed a new WattBox and reconnected all the components.

07/22/26 – Due to the new cement pad on the west side of the clubhouse, the hose bib and piping required rotating and the A/C condensation drain was extended.

08/08/26 - A valve on the air handler that services the west side of the clubhouse failed. The part is on back order. I will contact Air Masters for a status tomorrow.

I replaced the insulation on the condensate line behind the 2 outside units. It was in bad condition from the removal and reinstallation.

- iii. Pool –

A schedule was established as a precautionary measure to shock the pool to ensure water is clean during the hotter time of summer. Every Tuesday evening during August, Pool will be shocked.

Changing the pool closing time to 10 PM was mentioned but no action taken.

Discussions -

1. Geese have returned. By law, there is little we can do until June of 2027.
2. Thornton (developer) has a punch list of tasks to complete in order to collect County bond. Len recommended that SWCA not accept the developer turning over newer ponds until other ponds are repaired.
3. Laura G. questioned if an Engineering Review of ponds should be conducted to ensure SWCA interests are addressed. Marc recommended waiting to conduct any reviews until the punch list is completed.
4. A question was raised about the future use of the land along Wyoming Lane/Beaver Dam Road. Marc explained that while still conceptual, the master plan has land slated for a strip-mall with two to three levels of condos above. The developer committed that this new build would not be part of our HOA nor would they be entitled to use current SWCA amenities.

e. (Cal Hargett): **Landscaping/Social/Decorating:**

i. Landscaping –

1. Review current situation with Bay Country. We will be putting out an RFP for a Landscape Company for next Season. We will be seeking to put together a committee to explore a potential replacement. Quality has been lacking and we have been pressing them for major improvement. Loss of Branch Manager caused inconsistency of service. Recent meetings and promotion of a key crew leader to Manager is giving hope for better results. Trimming of bushes at entrance to trails with mulch is slated for this week.
2. As we have moved into August be mindful of irrigation. Cuts are on Thursdays so do not water that day.
3. Remember that homeowner beds and gardens are the responsibility of each homeowner. We are looking closer at this as some homes are letting that area turn into eyesores and are on our watch list. Please maintain your homes.
4. We are also looking closer homes that need power washing of siding for mildew and stains.

- ii. Social – Joe Seeger reported –
 - 1. The Boat Cruise was held at the end of July.
 - 2. The Endless Summer happy hour is the last Saturday in August.
 - 3. There is still time to sign up for the golf tournament in October at Bear Trap.
- iii. Decorating – Denise Stock reported - Anyone can sign up for holiday decorating.
- f. (Trish Hanks): **Welcome**
 - i. No updates to report.
- g. (Tabitha Hammerstone, Property Manager, PCAM): July Management Report
 - i. ARC
 - Approved - 5
 - Completed - 3
 - Total - 8
 - ii. Inspections
 - Continue to be biweekly. (1) outstanding second notice. (1) outstanding 3rd notices and (1) outstanding subsequent notice
 - iii. Account Balances
 - 1. Operating Account - \$55,226.02
 - 2. Operating Reserve Accounts - \$83,316.01
 - 3. LTR Accounts - \$150,453.60
 - 4. Total - \$288,995.63
 - iv. Real Estate
 - 6 on Lackawanna Ln
 - 6 on Gallagher Dr
 - 1 on Brenda Ln
 - 2 on Thornton Dr
 - 1 on Scranton Ln
 - Total - 16 homes
 - v. Delinquencies
 - 1. 0-30 Days - \$3,520.39
 - 2. Over 30 Days - \$1,427.04
 - 3. Over 60 Days - \$227.96
 - 4. Over 90 Days - \$4,564.61
 - 5. Total - \$9,740
 - 6. Homeowner - \$3,583.39
 - 7. DRB - \$4,545.93
 - 8. Beazer - \$1,162.68
 - 9. Developer - \$448

Old Business & Pending/In-Process Items

Verizon has nearly finished installing Fios in our community and will soon start the individual home connections. They have advised they expect to start connecting Merrick Way, Gallagher, Kingston and Lackawanna at the end of next week and then will proceed to the single-family homes. DO NOT CALL VERIZON. We will send out contact instructions next week or so once we receive them. I don't have a more specific schedule than that at this point.

Trail re-mulching – We have awarded a contract for trail re-mulching and the work will be taking place starting August 18th for about a week. I met with the contractor earlier today (Tues 8/11) to review the work plan.

New Business

Trish Hanks will be moving to Maryland and as a result, will be stepping down from the Board after tonight's meeting. We thank Trish for her service on the Board this year and wish her the best in her future home. The Board met in Executive Session on August 4th to discuss this and other permissible matters and voted to approve to appoint Margie Beatty to continue Trish's term through year end.

ARC – the ARC has referred an application requesting that a privacy fence be erected to screen a hot tub. The Board held an executive committee meeting on August 4, 2026 to discuss the ARC application and several other permitted matters. While the Board was not in favor of permitting the privacy wall, it decided to bring the issue up for discussion to allow for homeowner feedback before taking a binding vote. Meeting attendees mentioned that allowing a six-foot fence would set an unwelcome precedent. Marc motioned that the board deny the homeowner request to build a privacy fence. Len seconded the motion. The rest of the BOD approved. Motion carried.

One of the recommendations that came out of the Strategic Planning Committee was a picnic area. I think we can start looking for some commercial picnic tables and umbrellas or other covering now rather than waiting.

Open Discussion

1. When will the fence on Beaver Dam Rd be painted? The original contractor has not been able to complete the project. We have been looking for alternate vendors to paint the fence but have not located interested vendors yet

2. Can homeowners trim branches of common area trees that extend into the homeowner yard? Yes.
3. Is there anything that can be done about speeding on Luzerne and cars not fully stopping at Stop signs? Last year an unmarked police car was in the community but can only write tickets if the driver exceeds 25 miles per hour as the lower speed limits posted in some areas are not enforceable. Only one citation was given.
4. Will there be an outdoor shower at the pool? The piping is installed. The shower is a work in progress.
5. Can the opening time of the Pickleball courts be earlier in the morning? Opening/closing hours of the Pickleball courts and pool will be reviewed after the summer season.
6. Has there been a tree survey in the community to ascertain potential falling risk? Yes, a tree survey was conducted to rate trees in the community. The developer took care of all trees listed as most dangerous. Another survey will be conducted in the fall once construction in the villas is complete.

Action Items

1. Purchase of picnic tables.
2. Follow-up on painting of fence on Beaver Dam Rd.

Adjournment

Meeting adjourned at 7:45

Next Meeting

6:30PM, Tuesday, September 8, 2026 ZOOM.

Meeting Documents

Agenda

Meeting Etiquette

SWAC Balance Sheet Image:

Silver Woods Community Association

Balance Sheet as of 7/31/2026

Assets	Operating	Operating Reserve	Reserve	Escrow	Total
Assets					
01000 - Alliance Operating #3474	\$55,226.02				\$55,226.02
01005 - Alliance Operating Reserve #2182		\$25,042.47			\$25,042.47
01006 - Alliance ICS Sweep O/R #182		\$35,960.43			\$35,960.43
01010 - Alliance Amenities LTR #9812			\$27,432.70		\$27,432.70
01011 - Alliance ICS Sweep Amenities LTR #812			\$36,495.88		\$36,495.88
01012 - Alliance CA LTR #6504			\$42,370.02		\$42,370.02
01013 - Alliance Escrow #3634				\$0.71	\$0.71
01016 - Alliance Amenities LTR CD#4643 7mo 3.45% 10/12/26			\$11,143.05		\$11,143.05
01017 - Alliance Amenities LTR CD#9370 7mo 3.60% 8/12/26			\$11,177.49		\$11,177.49
01018 - Alliance CA LTR CD#6382 7mo 3.45% 10/12/26			\$11,143.05		\$11,143.05
01019 - Alliance O/R CD#1013 11mo 3.25% 2/12/27		\$11,135.62			\$11,135.62
01020 - Alliance O/R CD#6075 7mo 3.60% 8/12/26		\$11,177.49			\$11,177.49
01021 - Alliance Amenities LTR CD#6609 11mo 3.25% 3/1/27			\$10,691.41		\$10,691.41
Total Assets	\$55,226.02	\$83,316.01	\$150,453.60	\$0.71	\$288,996.34
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