

## April 18, 2018 Grove Board Meeting Minutes

### 1- CALL TO ORDER/QUORUM

President John Frame called the meeting to order at 11:05 AM. Members present were J. Frame, D. Holden, D. Delzio, R. Durbin and L. Prater. D. Christopher of Sentry Management was also present.

### 2- APPROVE 2/25/18 BOARD MEETING MINUTES

**Motion #1** was made by Mr. Frame, seconded by Mr. Holden to approve the Feb. 25, 2018 minutes. All approved; motion passed.

### 3- FINANCIAL UPDATE

Cash Projection and Check Register: Mr. Frame reviewed the financial status.

Accounts Receivables: The three arrears were discussed, particularly vacant lot 90.

The realtor for the lot will be located for listing information.

Past Due Policy: was reviewed for the benefit of new board members. No changes will be made.

Revenue & Expense Budget Comparison Report: Mr. Frame provided copies of how he does his own cash flow projection.

4- **BOARD RESOLUTION:** Regarding personal expense reimbursements **Motion # 2** was made by Mr. Frame that any board member can spend up to \$250.00 and be reimbursed by the association. Anything over \$250.00 will require board approval. Mr. Prater seconded, all approved; motion passed.

5- **WELL PROJECT:** Mr. Frame gave each member and Sentry Management a complete file on detail of the well. Sentry is to scan the information into the permanent records.

6- **COMMON AREA: Motion # 3** was made by Mr. Frame to install 17 Viburnums where orange trees were removed at a cost of \$1,122.00. Motion was seconded by L. Prater; all approved; motion passed. It was noted that four volunteers took down eight orange trees. BrightView hauled all of the resulting debris away at no charge resulting in savings to the association.

7- **CART PATH: Motion # 4** was made by Mr. Frame that a letter be sent to Harbor Hills stating that the heavy equipment is not to use the golf cart path nor The Grove streets. Mr. Prater seconded, all approved; motion passed.

### 8- WEST GATE:

a. Gate Personnel Responsibilities: There is a new security guard, Will James. His schedule is Saturday, Monday and Tuesday. Ron Ledford works Wednesday, Thursday and Friday.

b. Mr. Frame distributed a copy of the Harbor Hills HOA and The Grove Entrance Agreement and urged board members to become familiar with it.

c. All keys pertaining to common grounds are in the back of the guard house. The code for the box was given to each board member.

### 9- ARCHITECTURAL REVIEW COMMITTEE

a. Identify committee members: Bill Bowers, Roger Bonyng, Ellery Hawthorn, Pete Strack and an additional member, Ruth Wendelken

### 10- WEB SITE:

a. Approve Board Contacts, e-mail addresses. **Motion # 5** Ms. Delzio made a motion, seconded by Mr. Frame that all the board members were agreeable to have their e-mail addresses posted on the website. All approved; motion passed.

11- **CRIME WATCH:** Mr. Frame passed out a history of crime in Harbor Hills over a period of time.

12- MISCELLANEOUS:

- a. Board Member availability for meetings: daytime, quarterly meetings were agreed upon. The next regularly scheduled meeting will be July 11 at 11 AM.
- b. A review with BrightView is needed for the hardscapes and grass.
- c. Ms. Delzio asked for thoughts on controlling the amount of renters in The Grove. It was agreed that there should be a limit to the number allowed. This would require an amendment change which requires a membership vote.
- d. Mr. Prater wants to start street sweeping next year when the leaves start to fall.
- e. Denny reported that residents along the brick walls would allow their water to be used for washing the walls.

8- ADJOURNMENT - The meeting was adjourned at 1:05 PM

Submitted by:  
Deborah Christopher  
Sentry Management

**Approved: June 10, 2018**