

CSV Board Meeting Minutes – May 10, 2023

Date: May 10, 2023

Time: 6:00 pm

Place: CSV Clubhouse

In Attendance:

Board Members: Felicia Lehman, Julia Sullivan, Suzanne Attea (by Phone)

Q & D Management, Inc. – Bob Quinn

The purpose of this organizational meeting was to welcome the newly elected Board Members, introduce the new board to the management company – Q & D Management, Inc. and to elect officers for the upcoming term.

Agenda:

Appointment of Officers:

Effective 5/1/2-23 the Officers of the CSV Board are:

President – Julia Sullivan

Treasurer – Felicia Lehman

Secretary – Suzanne Attea

Expectations for 2023 & Priority projects:

- * Roof inspections for Units experiencing damages from the December 2022 blizzard. Upon completion of inspection and determination of repairs needed, repairs will be performed.
- * Modification / replacement of roof vents with deflectors or baffles as needed
- * Hanover Street pothole repairs
- * Driveway damages from winter snowplowing – Follow up with Stonish Snowplowing on repairs needed to driveways with gouges from snowplow equipment
- * Scheduled Community Maintenance – Cumberland Street is slated to have driveways & street resealed and exterior trim painted – date to be determined.

New Business:

* Update signature cards for the M&T bank accounts – Felicia Lehman had bank paperwork and new signature cards signed by Officers present and Q&D Management, Inc. will take to M&T. Suzanne Attea's signature will be added when she returns to Lancaster.

* Architectural Change Requests: Requests were approved for:

43 Hanover – garage door replacement

31 Hanover – Wind/debris screen for generator

29 Cumberland – Landscape edging

44 Denton – landscape edging

* Pool:

* Pool opening – S&S Pool to open pool around May 17, 2023. Once chemicals are in balance and weather permitting, pool will be opened to the community on May 26, 2023 in time for the Memorial Day Holiday.

CSV Board Meeting Minutes – May 10, 2023

* A discussion was had regarding who can use the pool. Currently the Rules & Regulations state that the pool is open to residents only. Board will investigate a rule change to allow guests.

* Committee Volunteers – suggestion was made to invite current committee heads and volunteers obtained at the Annual Meeting to attend the May Board meeting to appoint committee members and discuss ideas for future committees and projects.

* Property management questioned the allowance of certain signs. Rules state NO signs are allowed outside the units. For Sale signs can be displayed inside windows. They questioned if we are allowing security system signs, garden flags, signs for charitable events and graduation signs. This is to be discussed further at the next board meeting.

* Complaints & Violations: Bor-Dan Landscaping filed a complaint that a Unit owner was harassing/ threatening his crew while they were cutting grass. Harassment of our contractors is not allowed. Repeat offenders can be fined. The grass cutting crew has a set order of work to be done (cut grass, trim, cleanup/blow off trimmings from patios, driveways & sidewalks.) This is done as sections of the community is completed and not at the same time at each unit. Also, Bor-Dan wants the community reminded that pet waste must be removed from the lawns prior to cutting or they will not cut that area. Per the community rules, pet waste is to be picked up and properly disposed with each occurrence. Failure to abide by this rule can result in fines.

A complaint was filed about a Unit having an outdoor hot tub. Unit owner has been notified of this violation and remedies are in process. Failure to rectify this violation can result in fines.

Next scheduled Board Meeting: Wednesday, May 24, 2023 @ 6pm at the Clubhouse. A 30 minute community discussion will be held from 6:00 to 6:30pm.

Meeting adjourned @7:30 pm.

Submitted,

Felicia Lehman

Acting Secretary