

CHARLESGATE VILLAGE ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
Held Wednesday, July 12, 2023

--MINUTES--

A. PRESENT:

Board Members: Sue Dewey, Nick Pordan, Joe Morgante, Deby Fox-Hahn, Candace Werder, Betsy Greiner and Bob Rose

Management Representative: Cindy Morris

Guest: Gino Callisto – from Mass Mutual Financial Group and Jessica Murphy, 554 Charlesgate

B. ROLL CALL and/or DESIGNATION OF QUORUM: Quorum Present – no roll call necessary.

C. CALL MEETING TO ORDER: Sue Dewey called the meeting to order at 6:02 pm.

D. SET THE AGENDA: Joe Morgante made a motion to set the agenda as presented, Nick Pordan seconded the motion; all were in favor.

E. REVIEW THE MINUTES: Deby Fox-Hahn made a motion to approve the minutes from June 14, 2023, Joe Morgante seconded; all were in favor.

F. FINANCIAL REPORT:

- The June 2023 financial reports were reviewed. There is \$19,243.17 the Operating account and \$1,057,095.58 in the Reserve account for a total of \$1,076,338.75
- Gino Callisto presented what his role could be in investing monies from the Charlesgate Reserve account into CD's and a money Market Account. Gino will also look into projections for the future to assist the Board in planning for the next decade. Nick Pordan made a motion to hire Gino as a money management representative, Joe Morgante seconded; all were in favor and the motion passed.
- Cindy discussed the delinquencies.

Candace Werder made a motion to accept the Financial report, Bob Rose seconded; all were in favor and the motion passed.

G. ADMINISTRATIVE & LEGAL: The Board discussed the question of the service dog belonging to a renter. All necessary paperwork was provided. The tenant now

needs to sign the Charlesgate lease agreement for the upcoming year. Candace Werder made a motion to accept the service dog, Deby Fox-Hahn seconded the motion. The Board voted 6-1 to approve the motion.

H. MAINTENANCE:

- The Board held a discussion regarding the findings from the 2023 walk around. Several units' landscaping and patio conditions were identified as being detrimental to the sales of nearby units. Sue brought up that the legal documents state it is the owner's responsibility to maintain the property to meet certain criteria. The board wants a letter sent asking the homeowners to clean areas of concern. It was also reviewed that any garden planted on common ground is considered an "extended garden," and needs Architectural approval before being planted. Cindy will send an email asking for work to be completed by July 20, 2023.
- Joe Morgante made a motion to hire Seitz Asphalt to seal coat all the new sidewalks. Nick Pordan seconded; all were in favor and the motion passed.

I. OLD/NEW BUSINESS:

- Bob Rose discussed a plan to amend the parking rules to include the following units being able to park behind their garages between April 15 and November 15. The units discussed were: 352, 353, 354, 557, 558, 651 & 652. There was a lengthy discussion. Sue Dewey brought up that there are parking issues because some homeowners are using their garages for storage, and therefore they cannot park in their garage. The discussion was tabled until a future meeting.
- The host of the Charlesgate web site is closing and the web site needs to be transferred. Nick Pordan made a motion to transfer to web site hosting and rebuilding to IDG Marketing, Print & Mail, a professional website builder. Sue Dewey seconded the motion; all were in favor and the motion passed.

The next board meeting will be August 9, 2023 at 5:30 followed by the annual meeting at 7:00 pm to be held at The Greenwood Club House.

Bob Rose made a motion to adjourn the meeting at 7:29 pm, seconded by Betsy Greiner; all were in favor and the motion passed.

Respectfully Submitted,
Cindy Morris
Association Manager, Charlesgate Village Association