

**CHARLESGATE VILLAGE ASSOCIATION, INC.**  
**BOARD OF DIRECTOR'S MEETING**  
**Held Wednesday, June 8, 2022**

**--MINUTES--**

**A. PRESENT:**

Board Members: Sue Dewey, Nick Pordan, Bob Rose, Deby Fox-Hahn, Joe Morgante, Betsy Greiner. Absent: Candace Werder  
Management Representative: Cindy Morris

**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 6:00 pm.

**D. SET THE AGENDA:** Deby Fox-Hahn made a motion to set the agenda as presented, Nick Pordan seconded the motion and the motion was carried.

**E. REVIEW THE MINUTES:** Betsy Greiner made a motion to approve the minutes from May 11, 2022 and the special meeting from May 24, 2022. Deby Fox-Hahn seconded, all were in favor and the motion passed.

**F. FINANCIAL REPORT:** The May 2022 financial report was reviewed. There is \$929,426 in the bank between the operating and the reserve savings account. All homeowners are paid, and there were no delinquencies for April. Cindy discussed that the only project started has been the tree removal Phase II, so significant money on capital improvements has not yet been spent. Bob Rose made a motion to accept the financial report, Nick Pordan seconded, all were in favor and the motion passed.

**G. ADMINISTRATIVE & LEGAL:**

Cindy advised the board of the letter received from Hogan & Willig regarding 1251 Charlesgate Village not closing due to issues on the architectural compliance form. Cindy notified both insurance companies to put in a claim for the legal representation needed for the claim against the association by the owner of 1251 Charlesgate.

**H. MAINTENANCE:**

**Architectural Applications:** Bob Rose discussed the approval of 708, 104, 1002, 501, 1153, 1051 and 1203 for architectural compliance due to the sale of the units. There was an architectural change form submitted for unit 954 for new windows and doors that was approved.

An architectural change form was submitted, after the installation, for unit 906, for an electrical conduit to service an air conditioning splitter inside her home. The electrical conduit is wrapped around the back of her unit and is very unsightly. The board unanimously rejected the request. The homeowner will have to have the conduit taken down. The unit owner in 906 has 2 weeks to get the problem resolved.

Bob Rose spoke about talking to the owners at 454 who are installing a retractable awning. Owners stated awning was already there, and there was never an awning installed at the unit.

Sue updated the board about the new signage. The 2 new 6-foot signs are completed, Lino will be cleaning out the beds on Saturday so the new signs can be installed. Sue will contact Rosewood signs regarding the completion of the new number directory signs.

Tree Removal phase II still under way. There are still some large trees that need to be removed and then all the stumps ground and grindings removed. Once large trees and the stumps are removed, Grace Property Services will come in and grade, add soil and seed the affected areas.

Sue presented the 3 blacktop repair quotes. The 3 quotes address the driveways, the bike path and units 1151-1154 parking area. The total amount is around \$53,000.00. Betsy made a motion to accept all 3 quotes, Joe Morgante seconded, all were in favor and the motion passed.

The board discussed the new rules and regulations. The rules and regulations should be completed by the next board meeting and they will be discussed then.

Walk around sheets are due to Cindy by June 15, 2022.

- I. **OLD/NEW BUSINESS:** Nothing to report by chairpersons of any committees.

**The next board meeting will be July 13, 2022 being held at The Greenwood Club House.**

Nick Pordan made a motion to adjourn the meeting at 6:45 pm, seconded by Joe Morgante, all were in favor and the motion passed.

Respectfully Submitted,  
Cindy Morris  
Association Manager  
Charlesgate Village Association