Approved (with edits)
CP 11/14/2019

CROMWELL PARK at SALEM CONDOMINIUM ASSOCIATION
Board of Directors Meeting
Cromwell Park Clubhouse
September 12th, 2019

Board Members

Present: Charles (Chuck) Brisbin, Brett Poynter, (New Board members awaiting ratification - Adrienne McCoy, John Russo)

Absent: Gary Scott

Community First Management Company

Chris Hassell, Brian Reese

Owners Forum Topics

- An owner stated they had been done gotten a notice letter about their fence needing staining, but had already ~~it.~~ The board asked the homeowner to please provide the paint receipts to clear up the fence painting question.
- There was a general discussion about the status of the fence staining for those units which had not as yet stained their fences. The board provided an update on the selection of the contractor and the revision to the contract due to stain coverage. The Cromwell Park Management Company will make one final inspection to update the records on which units need fences stained and work with the contractor to schedule to work once the revised contract has been signed.
- A homeowner questioned the Cromwell Park Condominium Association information about the insurance coverage of Roof Line up vs. Studs Out for the units as it related to Virginia State law. The board responded that the Association was adhering to all required rules and regulations
- A homeowner brought up concerns about an aggressive dog (a Boxer) which lunged at people and who's owner seemed to have trouble keeping under control. The homeowner was advised to submit this information to the Management Company with details.
- Two homeowners talked about holding a Neighborhood Input Meeting to help connect neighbors and hear what was on their minds about things at Cromwell Park. The meeting will be held at the Club House on October 1st at 6:00pm. All homeowners are invited.

  There were no more Homeowner items brought up for discussion so the Board meeting was started

Board Meeting

- There was a motion made to accept the minutes from the previous meeting. The motion was seconded and approved by the board

- Due to vacancies on the board as two people have left the board, Brett made a motion to ratify two new members and Chuck seconded. A vote was held and the new board members were accepted. There was a general discussion that John and Adrienne had volunteered to be on the board when there was on opening and have been actively involved in previous Cromwell Park meetings and activities.

Committee Reports:

Architectural & Covenants Committee

- There were no pending Requests for the committee

Landscaping Committee

- Brett advised that any loose limbs from the storm can be brought to the edge of the yard.
- There will be aeration and seeding done over the next few weeks. The landscaping company will be raising their mowers and doing a higher cut as the growing season winds down.
- The fall plant will be done up front. The rose bush will be removed as it is getting very spindly. It will be replaced in the spring planting
- The walking path around the lake has been completed. There are a few spots where a little more crush & run stones may be needed. These will be identified and completed.
- Brett will be doing a walkthrough with the landscaping company to review the condition of the landscaping.
- There was a general discussion about the difficulty with growing new grass in the clay soil. He will discuss this with the landscaping company to see what else we can do to support grass growth.

Pond Committee

- The North pond fountain has been rebuilt and the rest of the pumps have been repaired.

- Due to the lack of rain, one of the fountains has bottomed out as the water level has gone way down and it has stopped working. This fountain was turned off and the anchors were re-set.
- A discussion was held about the need for dredging the pond. There are many legalities involved and it is a very large expense. Gary will review the reserve analysis plan to review the scheduling of lake maintenance.

Social Committee

- Adrienne Reviewed the plan~~e~~s for the upcoming Garage Sale to be held on Sept 21st. The gates will be open from 7:30 until 12:30. The event will be from 8:30 until 12:00.
- The next Bunco gathering will be on September 27th at 7:00
- The Community Input meeting will be held on Oct 1st at the club house
- The next Book Club Meeting will be on Oct 9th.

Treasurers Report

- The current Community Association account balance is $508,941. The 2020 budgeting activities have begun and a budget proposal will be presented at the November Annual Homeowners Meeting

Manager's Meeting Report

- The front gate has been repaired. The gate needed the hydraulic fluid replacement. A routine maintenance schedule is being developed to document all of the routine maintenance items which need to be taken care of within the community.
- There was 1 towing reported in Mid-July.
- There have been repairs completed at the club house This includes:
    - AC Repair
    - Carpet Cleaning
    - Termite repair
    - Painting
    - Pool Filter and Sensors
- There was a request for home owners to make sure they put the pool umbrellas down when they left the pool. Many have been damaged by wind when they have been left up.

- The management company is doing weekly walk-throughs of different sections of the community to see if there is anything in need of maintenance or repair.
- Homeowners were reminded that if they receive a situation letter, and they do not agree with the findings they should contact the management company to review the situation and voice your concerns.
- There was a discussion about the specified Door colors and the Green color that was found. This information is not currently on the Web site. There were several comments about the outdated information on the web site. The new board secretary, John Russo will be contacting the web master to find out how he can take over the updating responsibilities so we can get more timely updating of information.

There was no additional business and the meeting was adjourned at 7:21pm

Approved CW 11/14/2019

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