

Ashcombe Farms Dover HOA  
Executive Board Meeting Agenda  
Tuesday, February 2, 2010 - 7:00 PM

General session:

1. The meeting was called to order at 7:05. Board members present: Rich Farr, Judy Jackson, Mel James, Kelly Mefford, and Andy Shaffer. Guest present: Pat Cavanagh.
2. Kelly Mefford moved to accept the secretary's report. Andy Shaffer seconded. Motion carried.
3. Andy Shaffer gave the treasurer's report. Judy Jackson moved to approve. Kelly Mefford seconded. Motion carried.
4. Currently there is an Executive Board policy stating that if the funds in the Town Home bank account fall below a total of \$15,000, there will be an automatic assessment of \$25 per month for each town home lot. Consideration was given to lowering the amount that would potentially be assessed. Discussion was held regarding the history of the fees applied to the town home lot owners. The Town Home account is several thousand above that minimum so no action will be taken. In addition, this Executive Board made the unanimous decision to have this policy remain as it is currently worded. Andy Shaffer will prepare a cost projection for lawn mowing for this next mowing season, along with any snow removal costs for the rest of the winter. This cost projection will be presented to the Board. At the April Executive Board meeting the Board will evaluate of the status of the Town Home account in relation to the cost projection.
5. Old business
  - a. The broken sidewalk near the retention pond will be fixed in the spring, after the next Board meeting in April.
  - b. The Community Support Committee is continuing and will meet with Rich and Kelly in the next few weeks. The members of this committee are Pat Cavanagh, Mike Hetrick, and Scott Fiske. Rich Farr asked Judy Jackson to prepare a checklist of the most common non-compliance issues. The CSC will use this checklist as they monitor non-compliance issues. This was approved by general consensus by the Board but it could be modified by the members of the CSC. Any modification of the check list does not have to be approved by the Executive Board.
  - c. Discussion was held regarding the Neighborhood Watch Committee. The Executive Board feels this would be a valuable committee for our neighborhood. More investigation will be done and we hope to include further discussion regarding such a committee at a Special Meeting sometime this Spring.
  - d. There has been no response for a Youth Activities Committee to be chaired by Nancy Plaza. There will be no further action regarding this committee.
  - e. Discussion was held regarding a bid from Prestige Lawn Care for repair and maintenance of a small section of common ground near the retention pond on Ashcombe Drive. This was tabled until April when the Board will physically look at this area. The Executive Board will also obtain input from the Town Home Advisory Committee.

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- f. We have been assured that the Commonwealth of Pennsylvania will spray to prevent mosquitoes, mosquito eggs, and larvae in the area of the retention pond in order to both treat and prevent West Nile Virus in mosquitoes. This spray will be non-toxic to both pets and people. Kelly Mefford provided data that regular mosquitoes and a more aggressive type of mosquitoes need only a very small of water in which to lay their eggs. An article will be in the next newsletter regarding how lot owners can assist in prevention of mosquito habitat.
  - g. A map of the streets within our HOA was prepared for the Board's consideration. Kelly Mefford moved that this map be placed on the website. Mel James seconded. Motion carried.
5. New business
- a. A proposed regulation change regarding signs was distributed to Board members. Discussion was held and some of the wording modified. This wording will be submitted to the HOA attorney for legal review. Judy Jackson, acting secretary, will prepare the information to be mailed in the same envelope as the April newsletter.
  - b. Rich Farr will work on a revision of the Executive Board policy regarding how proposed regulations are processed for consideration by the HOA community. This proposed policy change will be submitted to the attorney for legal review.
  - c. We discussed the types of articles to be included in the April newsletter. Rich will write one regarding weed control. Judy Jackson will contact the Dover Fire Department regarding traffic control when fire trucks or other emergency vehicles are in the area.
  - d. Discussion was held regarding Board members having dedicated email addresses in order to conduct HOA Executive Board business.

Date and place for the next HOA Board meeting - Tuesday, April 13, 2010, 7:00 at Judy Jackson's home - 1842 Deerfield Drive.

Meeting adjourned at 8:55.

Respectfully submitted,  
Judy Jackson  
Acting Secretary for the Executive Board