

Ferguson Township Meeting Room
3147 Research Drive
State College, Pennsylvania
Meeting Room 2

May 15, 2018 - 7:00 PM

Minutes of the Membership Meeting

Les Shaw, Chair of the Greenleaf Manor Homeowners Committee, called the meeting to order at 7:00 p.m.

Members of the GMHC introduced themselves. Current members of the GMHC include

- Les Shaw - Chair and PM of Grounds and Community Relations
- Ron McLaughlin - Secretary
- Richard Haefner - Member

Those in attendance introduced themselves.

GMHC members in attendance included Les Shaw, Ron McLaughlin, and Richard Haefner.

The nine residents in attendance were Betti Prenatt, Ron Prenatt, Kevin Tomich, Jeremy Peck, Amy Huff, Jeanne Haefner, Dick Anderson, Cathy Akritas, and Dmitry Vilensky.

Proxies were obtained from Chung-Pei Chuang, Su Tan, Xiaujun Zhang, Victor Bakaev, Bob Cassidy, C. Peter Romaine, Michael Stedelin, Jessica F. Boyer, Jeffrey Hartzell, and Barbara J. Stoicheff.

Sam Hawbaker, Management Agent, also attended.

The minutes of the 2017 Annual Meeting were approved after correction of the address of the meeting location.

Budget

Sam Hawbaker presented the Treasurer's Report. He received annual dues in the amount of \$115 from 142 units producing an income of \$16,330. Expenditures included \$256 for maintenance and repairs, \$11,719 for grounds and landscaping, \$580 for snow removal, \$737 for insurance, \$404 for electricity, \$1,633 (10% of income) for management fees, and \$71 for miscellaneous expenses. This resulted in total operating expenses of \$15,401 producing a net operating income of \$929. Cash reserves at the end of the fiscal year equal \$23,242.

The budget for 2018 was approved without objection. We anticipate receiving \$16,330 in gross income. Total operating expenses for the year are budgeted to be \$14,675 with disbursements of \$720 for maintenance and repairs, \$10,000 for grounds and landscaping, \$1,000 for snow removal, \$737 for insurance, \$420 for electricity, \$90 for trash removal, \$1,633 for management fees, and \$75 for copying and postage. This budget forecasts a net operating income of \$1,625 and an end-of-year cash reserve of \$24,876. The annual dues fee will remain at \$115.

Accomplishments and Maintenance for 2017

Accomplishments and maintenance activities for 2017 were presented. The list of these activities is presented below.

- Installed new mulch at the two development entrances, park trees, and retention pond areas
- Installed new playground mulch at the swing, playground area
- Normal grass cutting, edging, and trimming at the park and retention ponds
- Fertilization and weed control at the park and the retention ponds
- Sprayed for weeds and brush under the tree area in the park
- Installed new plantings at the gazebo and Shaw Park dedication plaque area
- Snow and ice removal at the retention ponds and sidewalks
- Installed new signage to remind outside community that Shaw Park is a private park for Greenleaf Manor residents and guests only.

Neighborhood Concerns

Les Shaw noted that there is a big tree in the park that is leaning and it needs to be trimmed. The park trees are inspected for safety at regular intervals (about every one to two years). He also stated that we would purchase two new composite picnic tables for the park.

A discussion occurred regarding placing street lights at the retention ponds and in Shaw park. A resident noted that the retention ponds were very dark, as were certain areas of Shaw Park. We decided that we would install two dusk-to-dawn street lights, one at each retention pond just off the sidewalk.

The possibility of having a block party was discussed, but no definitive plans for having a block party are currently being discussed.

A discussion ensued regarding what to do with the large play structure located at 740 Partridge Lane. The owner of the property is not willing to remove the structure due to the cost of doing so. We decided that the Homeowners' Association and/or residents could cover the cost of removing the structure. Sam Hawbaker was charged with seeking permission from the property owner for the removal of the play structure by residents or their designee.

One resident complained about cars speeding through the development. The resident was informed that this was a police matter and was encouraged to provide as much information to the Ferguson Township Police Department as possible regarding the offenders so that appropriate action could be taken.

We are looking for a volunteer to create and maintain a neighborhood directory.

Maintenance and Projects for 2018

The maintenance schedule and projects for 2018 will consist of

- all normal yearly maintenance,
- repairs to the playground area and retention ponds,
- painting at the basketball court area, and
- painting of the picnic tables.

The Greenleaf Manor neighborhood garage sale will be held on June 16 from 8:00 a.m. to 12:00 p.m. Please call Irene White at 814-303-8484 if you are interested in helping her organize the event.

Reminders

Residents were reminded of the following.

- Please pick-up after your pets when walking in the neighborhood, including during the winter months.
- All swing sets, trampolines, or other large outdoor recreational equipment or structures in backyards must be approved by the Homeowners' Committee.
- Please be aware of the Restrictive Covenants concerning fences, storage sheds, play structures, etc.
- Trailers can be parked in driveways for a maximum of five days.
- Let us continue to keep up our properties for a good reflection of our community.
- For toxic waste disposal, contact the Centre County Recycling Authority.
- All suggestions, inquiries, complaints, etc. will be reviewed by Park Forest Enterprises, Inc. (814-238-3431) before being referred to the Homeowners' Committee.

The meeting was adjourned at 7:59 p.m.

Respectfully submitted,
Ronald K. McLaughlin
Secretary