**Willow Grove Mill Board Meeting Minutes: 9/227/20 – 7:00pm**

Attendees: Aaron Blythe, Tony Tagliaferro, Joyce Kidd, Jackie Brown and Brian Yarborough

1. **Call to Order:**
	* Meeting called to order at 7:03pm.
2. **Minute’s Approval:**
	* Minutes to be provided by Brian prior to next meeting
3. **President’s Report – Aaron Blythe**
* 410 Quincy – siding
	+ All but 2 signatures notarized
	+ Spoke to neighbor working off shifts to sign
		- Resident asked the homeowner to obtain notary
	+ Parkway Law skip-tracing owner for final signature
* 198 Gillespie – siding on the back
	+ Parkway Law spoke to homeowner, realtor, buyer realtor and work out logistics for approval
		- Initial response was sale would not be approved unless homeowner obtained signatures from all homeowners
			* Would require all homeowners in section to side homes within 5 years
		- Progressive steps using written process allow for enforcement consistency among homeowners in each townhome section – requires agreement amongst all in the designated section
		- Request to have homeowner fund all legal expenses associated with actions
	+ Jackie indicated another homeowner on Gillespie that is an end unit would like to have siding – will require the same process to obtain consent from all homeowners
* Playgrounds continue to remain closed until further notice
	+ Fencing is being vandalized each time is put back into place
1. **Vice President’s Report – Joyce Kidd**
* 2 violation notices mailed – rabbit coop and corn stalks
	+ Rabbit coop remains – need 2nd notice from Parkway Law
		- Town ordinance does not allow for rabbit coops
* Corn stalks were at a residence 137 Gillespie
	+ Email sent indicating that no corn was at their property
1. **At-Large Report – Jackie Brown**
* Signed up to register as a Delaware notary
1. **Treasurer’s Report – Tony Tagliaferro**
* Landscaping update – CJV Landscaping - Chris referral from Jackie
	+ Works with arborist to develop a plan
	+ Tony concerned about follow up and timeliness
	+ Marked area around sign to expand landscaping
	+ Trees would be a few hundred dollars per tree
		- Would like to prune and insecticide trees on Truepenny before removal
		- Able to prune and trim all trees in the community
		- Tony explained would need to be ongoing maintenance
	+ Met with Chris 9/19 and reviewed needs
		- Waiting on proposal – includes spring/fall cleanup and thorough maintenance program
	+ Aaron made recommendation to use same trees on Gloucester to line Truepenny
		- Possibly a red maple tree?
* Treasures Report
	+ $47,315 in deposits at bank as of 9/27
	+ Paid bill for Enviorotech
* Need updated list of paid homeowners to match against unpaid for 2020 reconciliation
	+ $19,592 collected for 2020 dues (66% pay rate for 2020)
	+ ~80% annual pay rate going into 2020
	+ Need to pursue claiming of non-paying homeowners
1. **Old Business:**
	* Enviorotech was in community on 9/25
		+ Ponds are looking much better due to treatments
		+ Algae treatments will continue multiple times throughout the year
	* Premier Property Management discussion
2. **New Business:**
	* Cluster mailbox has been damaged
		+ Following up with USPS on replacement
		+ Cluster box is in section of community not managed by the HOA currently
		+ Need to discuss who is responsible for the replacement
	* Trick-or-treating update
		+ Governor has no interest in cancelling Halloween
		+ Guidance is expected to be received by the beginning of October
		+ Will need to communicate to the neighborhood once available
3. **Adjournment:**
* Brian motioned to adjourn
* Seconded by Aaron Blythe
* Meeting adjourned at 8:14pm