**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