



*Poplar Springs Manor*  
HOMEOWNERS ASSOCIATION

# January 27<sup>th</sup>, 2021 Meeting Minutes

## Call to Order

The meeting of the Poplar Springs Homeowners Association Board of Directors was called to order by President Larry Filak at 6:37 pm on January 27<sup>th</sup>, 2021 at the Stewartstown Borough Building.

## Attendees

Voting members in attendance included:

- Larry Filak,
- Michael Binko,
- James Hess,
- Charlie Patterson, and
- Ben Bonthuys

Excused:

- Ryn Miller, York H-G Properties
- Patrick Cavanaugh

## Old Business

1. The Board reviewed and approved the meeting minutes from November 11<sup>th</sup>, 2020
2. The Board reviewed financial report as of December 31<sup>st</sup>, 2020
3. Assessments collections and overdue review
  - a. Board approved moving assessments overdue more than 60 days to go to collections after final notice
  - b. Court proceedings will be initiated against accounts that have been in collections for three years or more
4. Audit Progress update
  - a. The audit is still pending
5. Change in bylaws
  - a. The board is continuing to review changing the bylaws regarding Audit/Review frequency pending the current audit
6. Pond inspection reports
  - a. Board is waiting on second inspection before deciding on how to move forward.

## New Business

1. Current financial standing as of December 31, 2020
  - a. Operating Cash: 13,954.12
  - b. Reserves: \$16,216.46
  - c. CD (matures 12/12/2021) \$10,000
  - d. Expenses:
    - i. \$190.35 to York HG (November)
    - ii. \$577.70 to Hamilton's Outdoor Services for July Mowing (November)
    - iii. \$42.75 to Austin Law Firm for Legal fees (November)
    - iv. \$190.35 to York HG (December)
    - v. \$169.60 to Hamilton's Outdoor Services for Contracted Landscaping (December)
    - vi. \$265.00 to Hamberger White Accountants & Consultants for Tax Preparations
  - e. Income: \$354.34 (November & December)
2. Quarterly community inspections will be completed by the end of April 2021.

## Adjournment

Meeting Adjourned 7:06 pm. Next Meeting has been set for March 10<sup>th</sup> at 6:30 pm