

MINUTES

Wyndhurst Manor Homeowner's Association

Board Meeting

Tuesday January 16, 2024

Home of Don Kockler

Present: President, Don Kockler; Recording Secretary, Sandi Topper; Treasurer, Joanne Nipple;

Member-at-Large, Beth Bisbano; Member-at-Large, Maureen Dunbar

Absent: Representation from York HG Properties (agreed to by Board Members)

- I. Call to Order - at 5:05 p.m. by President, Don Kockler
- II. Approval of Minutes – December 6, 2023 - Maureen Dunbar moved to approve the December 6, 2023 Minutes. Joanne Nipple seconded the motion. Minutes approved. Notes from December 15, 2023 Special Meeting – Joanne Nipple moved to approve the Notes from the December 15, 2023 Special Meeting. Maureen Dunbar seconded. Notes approved.
- III. Treasurer's Report – presented by Joanne Nipple. Please see attached.
- IV. Committee Reports
 - A. Architecture – Don Kockler and Joanne Nipple
No requests, at this time
 - B. Information and Social – Beth Bisbano and Maureen Dunbar
 1. Survey – Maureen and Beth prepared and distributed to the Board members a Survey for Wyndhurst Manor Homeowner's to complete. The purpose of the Survey is to collect information on how the Board and York HG Properties can better serve our Community. They asked if the Board members had any suggestions, additions, etc. for the Survey. It was suggested that the info at the top of the survey be amended so two owners, in one household, could both list their names, cell phone numbers and e-mail addresses. The surveys will be printed and hand-delivered. Beth will have a drop-box on her front porch for the Homeowners to return their completed surveys. They will also pick-up completed surveys from any Homeowner who requests a pick-up. Maureen Dunbar moved that we accept the Survey with the changes. Joanne Nipple seconded the motion. Motion approved. The Surveys will be amended, printed, and delivered next week.
 2. Newsletter – Beth shared a sample format for the Newsletter. Beth has also set-up a gmail account for Wyndhurst Manor Homeowners to send information to that they would like included in the Newsletter. Joanne Nipple moved and Maureen Dunbar seconded that we approve the concept of a Newsletter for Wyndhurst Manor. Motion approved.
 3. Welcome Packet – Beth and Maureen reported that they will review this at a future date.

- C. Landscaping – Maureen Dunbar and Sandi Topper
 - 1. Snow Plow Contract – Maureen and Sandi have found Osiris very easy to contact. They are setting-up a meeting with Osiris (hopefully for next week) to review a few items on the Snow Plow Contract and to correct the spelling of Wyndhurst Manor on the Landscape Contract.
 - 2. After Maureen and Sandi have met with Osiris, they are going to send an email to our Wyndhurst Manor Homeowners regarding snow plowing.
- D. Maintenance – Beth Bisbano and Don Kockler
 - 1. Fence Update – Don and Beth met with Jessica (York HG Properties) and a vendor regarding Fence repair. They are awaiting an update from Jessica.
 - 2. Regarding the two issues relating to: 1) vendor caused damage that a Homeowner repairs without notifying York HG, and, 2) the Board intervening in a Homeowner/Vendor dispute, Beth distributed some additions/changes she is suggesting should be made to the Wyndhurst Manor Rules and Regulations to handle these issues. It was decided to table this discussion until our next meeting. This will give the Board members an opportunity to read what Beth has prepared.
- V. Unfinished Business
 - A. 2024 York HG Contract

The Board members reviewed the York HG Properties Association Agreement. Don will be asking Scott Hicks, Managing Partner, York HG Properties, LLC to meet with the Board to discuss the proposed Management Agreement.
 - B. The By-laws incongruity is being tabled to discuss in the summer months.
 - C. Joanne Nipple contacted a past Board member who has Association files at her home. Sandi Topper will pick-up and review those files.
 - D. An email has already been sent to all Homeowner’s regarding storage of trash and recycling cans.
- VI. New Business
 - A. Sandi Topper will discuss with Ryn Miller (York HG Properties) if any past Board member addresses are being used for Association business.
 - B. At our meeting with Scott Hicks, York HG Properties, we will discuss their response and timely management of our HOA concerns and operations.
- VII. Next WM HOA Board Meeting will be held on February 13 or 15, 2024 (depending on Scott Hick’s (York HG Management) availability. The meeting will be held at the home of Sandi Topper.
- VIII. Adjournment

Joanne Nipple moved for adjournment and Sandi Topper seconded. Meeting was adjourned at 8:20 p.m. by Don Kockler, President.

Respectively submitted,

Sandi Topper, Recording Secretary

