

Warminster Heights Home Ownership Association, Inc.
Board of Directors/ Finance Meeting
November 10, 2020

COMMITTEE PRESENT:

William Emsley, Chairperson
Rose Russell, Vice Chairperson
Denise Chilton-Colon, Vice Treasurer
Laurel Heebner, Secretary
Jose Quinones
Kermitta Wiedemann
Catherine Martin
George Bowers

EXCUSED:

Samira Davis, Treasurer

MANAGEMENT PRESENT:

John Boyle, Managing Director
Pete Croak, Maintenance Director
Rita Hrin, Office Manager
Rachel Flanagan, Administrative Assistant

CALL TO ORDER:

The Board Meeting was called to order by Chairperson William Emsley at 6:36 p.m. Mr. Emsley stated the meeting is streaming live on Facebook.

PLEDGE OF ALLEGIANCE:

BID and CONTRACT COMMITTEE:

Pat Mattes stated the Bid/Contract committee met on October 28, 2020 to open bids for 18 Yeates Street Interior Rehabilitation. The Bid/Contract Committee recommends awarding the bid to Owl Services in the amount of \$138,886.00.

A MOTION WAS MADE BY CATHERINE MARTIN FOR DISCUSSION OF THE RECOMMENDATION BY THE BID COMMITTEE; SECONDED BY LAUREL HEEBNER.

William Emsley stated that at this time we will take money and put on back burner and use for something else or do something else with that project. William Emsley asked Pete Croak if we have a price for demolition. Pete Croak responded he is waiting for contractors to get back to him with prices.

MOTION WAS NOT CARRIED BY A VOTE OF 0-8-0.

SECRETARY REPORT:

Laurel Heebner presented the minutes from the October 13, 2020 Board of Directors Meeting for approval.

Laurel Heebner asked if there are any omissions, additions, or corrections to the minutes.

Warminster Heights Home Ownership Association, Inc.
Board of Directors/ Finance Meeting
November 10, 2020

A MOTION WAS MADE BY ROSE RUSSELL TO ACCEPT THE OCTOBER 13, 2020 MINUTES AS PRESENTED; SECONDED BY KERMITTA WIEDEMANN. MOTION CARRIED BY A VOTE OF 8-0-0.

TREASURERS REPORT:

Approval of Regular Housing Bills List:

Denise Chilton-Colon presented the Regular Housing Bills List for Board Approval.

A MOTION WAS MADE BY DENISE CHILTON-COLON TO APPROVE THE REGULAR HOUSING BILLS LIST IN THE AMOUNT OF \$460,295.60; SECONDED BY CATHERINE MARTIN. MOTION CARRIED BY A VOTE OF 7-1-0. Rose Russell opposed.

Approval of Family Housing Bills List:

Denise Chilton-Colon presented the Family Housing Bills List for Board Approval.

A MOTION WAS MADE BY DENISE CHILTON-COLON TO APPROVE THE FAMILY HOUSING BILLS LIST IN THE AMOUNT OF \$120,086.03; SECONDED BY CATHERINE MARTIN. MOTION CARRIED BY A VOTE OF 8-0-0.

Denise Chilton-Colon presented the shared expenses from Family Housing to Regular Housing in the amount of \$148,130.19.

Denise Chilton-Colon stated that the Membership Equity Share is \$8,976.29.

1st Quarter Report:

William Emsley stated that he spoke to Jaclyn Bullock and John Boyle and they went over line items. We have used budget for line item Beams and there will be no more work for beams unless there is an emergency. We should be at 33.3% and we are at 34.6%, and we are right on target moving forward.

Denise Chilton-Colon asked about the PPP money. John Boyle stated that we received \$63,100. The PPP forgiveness was approved and will not need to be paid back. Mr. Boyle stated that the money was used for payroll, mortgage interest and utilities.

WELCOME NEW MEMBERS:

Jose Quinones welcomed Brandon Perez, 6 Noble Street, and Alberto Rodriguez, 78 Downey Drive to the community. Brandon Perez was present.

COMMITTEE REPORTS:

Finance/Bid:

Finance/bid was moved to beginning of meeting.

Warminster Heights Home Ownership Association, Inc.
Board of Directors/ Finance Meeting
November 10, 2020

Fundraisers:

Charlene Rodgers stated there will be no fundraisers this year. There is currently \$15,099.08 in the account. There is enough money to give scholarships out.

Membership Relocation:

Rita Hrin stated that Management recommends the following applicants for approval:

Orlando Indio- 1 Bedroom Regular
Steve Rodriguez-Add-on 5 Noble street
Maria Gutierrez- 2 Bedroom Regular
Brittany Walton and Jesse Andrews- 3 Bedroom Regular- Purchasing 16 Ulmar Street.

A MOTION WAS MADE BY WILLIAM EMSLEY TO ACCEPT THE APPROVED APPLICANTS LIST RECOMMENDED BY MANAGEMENT FOR APPROVAL; SECONDED BY DENISE CHILTON-COLON. MOTION CARRIED BY A VOTE OF 8-0-0.

Rita Hrin stated that Management recommends the two applicants listed for denial:

A MOTION WAS MADE BY CATHERINE MARTIN TO ACCEPT THE DENIED APPLICANTS LIST RECOMMENDED BY MANAGEMENT FOR APPROVAL; SECONDED BY WILLIAM EMSLEY. MOTION CARRIED BY A VOTE OF 8-0-0.

Building Rental:

Kermitta Wiedemann stated that there is \$12,101.59 in the account and we are not renting out the building at this time.

WHDC/ Auxiliary:

Nothing for this month.

MONTHLY REPORTS:

Housing Report:

No Questions.

Maintenance Directors Report:

Rose Russell asked If the attorney was writing up something for the mandate for insurance. William Emley stated that he will bring it up in unfinished business.

Warminster Heights Home Ownership Association, Inc.
Board of Directors/ Finance Meeting
November 10, 2020

Family Housing Report:

No Questions

Managing Directors Report:

None

Solicitors Report:

A MOTION WAS MADE BY WILLIAM EMSLEY TO ACCEPT ALL THE MONTHLY REPORTS AS PRESENTED;
SECONDED BY CATHERINE MARTIN. MOTION CARRIED BY A VOTE OF 8-0-0.

Unfinished Business:

William Emsley stated that for months we have been discussing the type of insurance we will be requiring residents to purchase. He further stated that we met with Brian Warner, our insurance broker, to discuss the type of insurance that will be required, which will be an HO-6 policy that carries liability and personal property. Residents must have at least \$300,000 liability and personal property is up to the resident and their agent. Mr. Emsley stated that at our December meeting we will be taking a vote after we listen to residents regarding their questions and concerns.

Denise Chilton-Colon stated that there are 44 coats left from coat drive and if anyone needs some, please reach out to her.

New Business:

Rose Russell stated that there will be a committee to reach out to children and teach them about cooperatives. There will also be a policy/environmental committee. Karen Mattes will be in charge. William Emsley stated that the old policies need to be made current. The committee should be made up of residents not board members.

John Boyle suggested a liaison should be picked to work with the board and the committee. Rose Russell volunteered.

Jose Quinones stated that residents have been asking about extending the yard. William Emsley stated they have to put in a request with the board. The board will then have to approve or deny the request.

Public Comment:

Patrick Mattes, 2 Findley Terrace, stated that we cannot leave houses the way we did with 18 Yeates Street. There are going to be issues, and it needs to be taken care of right away. Jose Quinones stated that we should get a quote for knocking it down, to see if it is really worth it. There was further discussion on this issue.

Warminster Heights Home Ownership Association, Inc.
Board of Directors/ Finance Meeting
November 10, 2020

Board Comment:

None

John Boyle stated that since the board is not voting on anything after the executive session, the board can adjourn the meeting before executive session, so people are not hanging around.

ADJOURNMENT:

A MOTION WAS MADE BY WILLIAM EMSLEY TO ADJOURN; SECONDED BY CATHERINE MARTIN. MOTION CARRIED BY A VOTE OF 8-0-0.

Meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Rachel Flanagan

Rachel Flanagan
Administrative Assistant

Laurel Heebner
Laurel Heebner
Secretary