

**PALMER GLEN ASSOCIATION**  
**11-07-2016**  
**BOARD MEETING**  
**MINUTES**  
**The Barlow Group Office**

The meeting was called to order at 6:15 PM by President Joe Branconi.

Proper meeting notice was provided.

In attendance: Joe Branconi, Ken Smith, Warren Schuster, Stuart Edelman, Stacey Johanning and Property Manager Clive Burnett. A quorum was present. Seven members of the community were present.

**Stuart Edelman made a motion that the reading of the minutes of the Board Meeting of 09-07-16 be waived and they be accepted as written. Seconded by Warren Schuster. Approved unanimously.**

**Old Business**

- Lake maintenance – Meeting to be held with alternative contractor next month with a likely change of vendor in the New Year
- 7434 Palmer Glen Circle – All ARB conditions were met The Barlow Group will contact the owner regarding a completion date for the work

**New Business**

- Budget 2017 discussion – Mr. Smith presented the proposed budget for 2017 showing quarterly fees remaining at the same level for a third year. Legal fees are projected to be less than previous years and the reserve contribution will be increased. The future street resurfacing will be the biggest reserve expense (current reserve balance is \$250,000). The Barlow Group will seek an independent expert to advise on length of life left in the current surface. Following further discussion, motion by Ms. Johanning, second by Mr. Schuster to approve the 2017 budget as presented, making the quarterly fee \$408 per home: All in favor: Yes: motion carried.
- ARB Report – Mr. Burnett reported on the approvals for outstanding change requests. Dr. Branconi reminded all owners that any tree removal must be approved and stumps ground, as well as a replacement tree planted. A committee update on house colors and pre-approved trees will be given at the first meeting in the New Year
- Miscellaneous Business – Ms. Johanning commented on the condition of the landscaping on the common areas and offered to meet with the landscaper and discuss options

## **Review of Financials**

- Budget vs. Actual – Ken Smith reported that year to date expenses were under budget through October and this was expected to continue, mainly because of the savings in legal fees.
- Status of bank accounts – Bank balances were reviewed and the Association currently has 3 CDs in place in addition to operating and money market reserve accounts. The total balances, as of 10/31/2016 were \$296,963.

## **Any Other Business**

There was no further Board business.

## **Resident Comments**

- General comments were made regarding 7434 Palmer Glen Circle and the length of time it has taken for the refurbishment to take place
- A request was made to open the front gate on a Sunday afternoon for Open Houses. Dr. Branconi stated that the Board had considered this request but felt it was in the Community's best interests that it remains closed
- Parking issues at 7427 Roxye Lane. The Barlow Group will contact the owner of this home
- Any house color palette should take roof color into consideration
- Farm Bureau party finish times – this will be looked into
- Standard of lake maintenance
- Sidewalk responsibility – This is a homeowner responsibility
- Standard of Palmer Glen maintenance at entrance
- Compliance enforcement in the Community
- Concern was voiced regarding the culvert in the middle of the Community. The Barlow Group will arrange to have this checked and cleaned out if necessary
- Commercial vehicle/trailer parking at various properties – this is not permitted and letters will be sent to these owners
- Drainage at the front of the Community – This is a County responsibility

**Joe Branconi made a motion to adjourn the meeting at 7:20 PM. Seconded by Stuart Edelman and approved unanimously.**

**Next meeting will be the Annual Meeting to be held 12/12/16 at 6:15 p.m. at the Farm Bureau Insurance Building.**