

STEEPLECHASE COMMUNITY SERVICES ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MONDAY, JULY 17, 2023
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I. CALL TO ORDER

The meeting was called to order at 6:30 by Board President Judi Lewis.

II. ROLL CALL

Board Members Present: Judi Lewis, Randy Wolfe, Jim Cibrone, John Paravati, and Jeannine Carver

Board Members Absent: None

Management: Tammy Mersing

III. TREASURER'S REPORT

A. Approval of Monthly Financial Report – The June 2023 report was reviewed by Don Fox. A motion was made by Jim Cibrone, seconded by Randy Wolfe, and passed to approve the report as received.

B. Investment Committee Report – Dox Fox discussed the status of the investment accounts.

IV. SECRETARY REPORT

A. Approval of Board Meeting Minutes – A motion was made by Jeannine Carver, seconded by Jim Cibrone, and passed to approve the May 15, 2023, meeting minutes.

V. COMMITTEE REPORTS

A. Asphalt Committee – Randy Wolfe stated that he had just received information from Topcoat Asphalt. He will review the information and be prepared to discuss it at the September meeting.

B. Community Relations Committee – No report.

C. Community Decorations Committee – Jim Cibrone thanked everyone for their help with the flags.

D. Environmental Protection Committee – No report.

E. Internet Committee – Dave Alison reported that the AR form has been added to the website. The user is able to fill out the form on-line and send it directly to the management company.

F. Landscape Committee – John Paravati stated that it had been a rough season so far. He asked that the residents keep emailing him directly with problems. John further stated that Wednesday will be the grass cutting day going forward.

G. Library Committee – No report.

H. Newsletter Committee – No report.

I. Social Committee – Betty Long stated that they are working on the Christmas party and the garage sale.

J. Welcome Committee – No report.

VI. UNFINISHED BUSINESS

A. Items to be discussed at this Meeting.

1. Annual Inspection – Judi Lewis reported that most of all the inspection letters have been mailed. Bob Barron will be doing the first follow-up inspection starting soon.

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VII. NEW BUSINESS

- A. Procedure for Home Inspection Upon Resale Request – Bob Barron spoke and suggested that 2 inspections meet with the homeowner and look at the unit for major items. The Board agreed with the suggestion and going forward this will be the procedure.
- B. River Rock for 33-45 Hennig – During the recent inspection, the homeowners in this section asked the inspectors if they would be getting river rock installed in the back of their units at the Associations expense. Judi Lewis stated that there is no history of the Association ever using community funds for private property and it will not be done now. If the homeowners wish to install river rock they would do so at their own cost.
- C. 2023 Budget – Judi reported to the owners present that it was recently brought to the attention of the Board that a note at the bottom of the 2023 annual budget stated that Class A and Class C homeowners pay a higher assessment and Class C a lower assessment. This is in fact a typographical error. It should state that Class A pays the higher assessment and Classes B & C pay the lower. This error originally occurred with the 2017 budget and will be corrected with the 2024 budget. When the error was discovered, CMA went back through all of the Steeplechase residents’ accounts to make sure the actual assessment amounts had been done correctly. Thankfully, the error on the sheet had no effect on the accounting and all assessments were found to be correct.
- D. Comcast Commission – When reviewing the monthly financials a few months ago, it was noticed by CMA that the Comcast commission had not been received since 2022. In late 2022 Comcast had to change the way the commission was calculated and new addendums to the Comcast agreements had to be signed. Comcast did not send a new addendum for Steeplechase. When it was discovered, a new addendum was sent to and signed by Tammy. Comcast will be issuing payment for the last quarter of 2022 and the first three quarters of 2023 soon.
- E. Board & AOM Meeting Time – Judi reported that starting with the September meeting the meeting time will change from 6:30 for the Board meetings and 7:00 for the AOM to 6:00 for all meetings. This was at the request of CMA.

VIII. MANAGEMENT REPORTS

- A. Work Order Reports – No questions.
- B. Violation Report – No questions.
- C. New Owner Report – There was one new owner in the month of June.

IX. DATE, TIME & LOCATION OF NEXT MEETING

September 18, 2023, 6:00, Weyman Road Fire Hall

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X. ADJOURN

The meeting was adjourned by Judi Lewis.