

**SWALLOW HILL CONDOMINIUM ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES
August 13, 2020 at 7:00 pm Swallow Hill Clubhouse**

**MINUTES & MESSAGES ARE POSTED ON
THE SWALLOW HILL WEBSITE
PLEASE CHECK PERIODICALLY FOR CHANGES TO MEETING DATES
AND ANY URGENT NOTICES**

<http://swallowhill.neighborhoodnotices.com/>

Call to Order

The meeting was called to order by board president Marcy Grupp at 7:00.

Roll Call

Board members: Marcy Grupp, Howard Daniels, Aaron Hiram, Lucille Minnetti (absent – Brian McCHahill)

Management representatives: Tracy Homer, Acric Realty

Approval of July 2020 Minutes

M. Grupp made the 1st motion to approve the minutes. All in attendance unanimously approved.

Financial report of July 2020

- Total assets, liabilities and equity were \$53,601.
- Total in the Reserve Account was \$33,262.
- Delinquency Report – A request will be made to the accounting department at Acric to remove all debit balances less than \$5.00. Also, everyone on the delinquency report will be asked to pay outstanding balances.

Business

- Pool:
 - B&R Pools will be contacted as to why they have ceased the practice of leaving hard copies of chemical readings at the clubhouse. This is required as per Allegheny County.
 - The electrical inspection of the clubhouse will take place in August.
 - A rough sketch of the clubhouse with Exit points will be created by Acric to meet Allegheny county requirements for an emergency exit plan.

- A letter to individual unit owners with balances, asking them to bring their accounts current, will be written and sent. Over \$20,000 is owed to the COA by owners.
- A contract with Penn Fence was signed; new fencing and gates will be installed at the pool by the company in September 2020.
- Creating a resolution for unit owners and residents to use their assigned parking spaces was discussed. This will be completed during the September 2020 budget meeting.
- Walt/Walt's Landscaping will be contacted for a snow removal proposal.
- Acri will be asked to generate a FY 2021 budget for September's budget meeting.

Adjournment

The meeting was adjourned at 8 pm.

Respectfully submitted,

Tracy Homer, Property Manager