



HOA Meeting Minutes

Caln Township, Coatesville, PA

1. MEETING DETAILS

<input checked="" type="checkbox"/> Date	4/4/11
<input checked="" type="checkbox"/> Start Time	8:00 pm
<input checked="" type="checkbox"/> End Time	9:00 pm
<input checked="" type="checkbox"/> Location	President's Home
<input checked="" type="checkbox"/> Meeting Type	Board Meeting
<input checked="" type="checkbox"/> Meeting Called By	President
<input checked="" type="checkbox"/> Note Taker	Secretary
<input checked="" type="checkbox"/> Goals	Landscape Contract, Audits, Invoices, Legal, CCR

2. BOARD MEMBER ATTENDANCE

<input checked="" type="checkbox"/> President	Present
<input checked="" type="checkbox"/> Secretary	Present
<input checked="" type="checkbox"/> Treasurer	Present
<input checked="" type="checkbox"/> Vice President	Present
<input checked="" type="checkbox"/> Member At Large	Absent

3. MEETING SCHEDULE

<input checked="" type="checkbox"/> Call to Order	8:05 pm
<input checked="" type="checkbox"/> Roll Call & Quorum	See #2 above
<input checked="" type="checkbox"/> Secretary's Report	No report
<input checked="" type="checkbox"/> Treasurer's Report	<p>Extension filed for submitting taxes (until 9/1/11) Management Audit is 50% complete Transition Audit has still not begun</p> <p>MOTION Secretary – Motion to approve payments of outstanding invoices to various contractors. 2nd – Vice-President Pass (4-0)</p>
<input checked="" type="checkbox"/> President's Report	<p>MOTION President – Motion to move forward with our legal representatives against any and all outstanding assessments remaining due on lots (including Declarant lots). 2nd – Treasurer Pass (4-0)</p>
<input checked="" type="checkbox"/> Vice President's Report	A message should be posted on the HOA website to gauge the interests of residents in participating in a community cleanup.

3. MEETING SCHEDULE CONTINUED

<input checked="" type="checkbox"/> Web Committee Report	Website and Board emails are now operational.
<input checked="" type="checkbox"/> Architectural Committee Report	CCR has sent a copy of the new Architectural Review forms out to all homeowners. A link will also be posted on the HOA website.
<input checked="" type="checkbox"/> Community Events Committee Report	No report
<input checked="" type="checkbox"/> Old Business	<u>MOTION</u> President – Motion to approve and sign the Landscaping Contract with Dooley Pyne. 2 nd – Secretary Pass (4-0)
<input checked="" type="checkbox"/> New Business	No items
<input checked="" type="checkbox"/> Guest Report	No guest speakers
<input checked="" type="checkbox"/> Next Meeting Date/Time/ Location/Type	May 23, 2011 at 7:00 PM – Caln Township, Building – Planning Meeting
<input checked="" type="checkbox"/> Adjournment	9:08 pm

***Minutes prepared by Secretary