

Tuscowilla Hills Citizens Association, Inc.
Minutes of Board of Directors Meeting
Tuesday, March 21, 2017

Board of Directors Present:

Bob Tansill
Phil Larcomb
Paul Harrison
Gary Shumaker
Jamie Ranalli

Board Members Absent:

I. Call to Order

Meeting was called to order at 7:00 pm by Bob Tansill at Edmond Road, Suite E, Kearneysville, WV.

II. Approval of Agenda.

MOTION by Phil Larcomb, seconded by Jamie Ranalli to approve agenda as written. Motion carried.

III. Committee Reports

Garden Club. Displayed a plaque to be placed in the newly cleaned CAG at the corner of Tuscowilla Drive and St. Andrews Drive. The Annual Garden Sale will take place on May 20th at the soccer field.

IV. Residents Forum

Bill Hoak of U.S. Paving presented a proposal to pave parts of Tall Oak Drive and install a fitness trail for \$18,000 to do both. The fitness trail would be a circle of 600 feet by 5 feet wide. The Board took proposal under consideration.

V. Association Business Meeting

- A. Approval of Minutes. MOTION made by Phil Larcomb, seconded by Bob Tansill to approve minutes from Board Meeting on November 8, 2016 as written. Approval was unanimous.
- B. Financial Summary Report. Report as of February 28, 2017 was read by Keith Stains, Manager, PMP.
- C. Announcements:
 - 1. Remaining scheduled Board Meetings, 2017: May 9, July 11, September 12, October 10 (budget meeting), and November 14.
 - 2. Annual Meeting 2018: January 9
 - Call for Nominations scheduled to be mailed on or about November 27, 2017.
 - Annual Meeting notice scheduled to be mailed on or about December 19, 2017.
 - 3. Next Clean-Up Day: May 20, 2017

VI. Action Items

- A. Motion to present a gift card to a Tuscowilla resident as a gesture of thanks for picking up and disposing of community litter was tabled. Alternatively, he will be thanked in the Newsletter.
- B. Motion to accept the proposal from AAA to provide a trash can for the playground area for \$1,111 was tabled until the next meeting.
- C. Motion to accept the proposal from AAA to provide three benches and one table for the playground area for \$2,141 by Phil Larcomb and seconded by Jamie Ranalli. Unanimously approved.
- D. Motion to contract with All Inclusive to install the benches and table at the playground area was made by Phil Larcomb and seconded by Jamie Ranalli. Unanimously approved.
- E. Motion to contract with Donald A. Hiltner & Co. LLC to audit 12/31/16 financial statements and prepare the 2016 Federal Income Tax Return for \$1,500 by Phil Larcomb and seconded by Jamie Ranalli. Unanimously approved.

F. Motion to close the 1st Mariner money market account (0.2%) and deposit the balance into a CNB money market currently at 1.49%/1.5% APY by Paul Harrison and seconded by Gary Shumaker. Unanimously approved.

G. Motion to close out the Snow Contingency account at Congressional Bank (0.7%) and deposit the balance plus an additional \$10,000 (from the Snow Budget) into a CNB money market (minimum \$25,000) at 1.49%/1.5% APY by Paul Harrison and seconded by Gary Shumaker. Unanimously approved.

H. Motion to close out the Contingency Reserve account at Congressional Bank (0.7%) and deposit the balance plus an additional \$15,000 into a CNB money market (minimum \$25,000) currently at 1.49%/1.5%APY by Paul Harrison and seconded by Gary Shumaker. Unanimously approved.

VII. New Business

A. Request from two homeowners for Board to look into tree and branch limbs falling into their yards. Board will look into.

B. Motion by Jamie Ranalli and seconded by Gary Shumaker to invest:

1. In ten fitness stations from Fit-Trail including delivery for \$6,500
2. In paving a 650-ft. oval asphalt trail, 5 ft. wide and 3 inches deep from U.S. Paving for \$8,320
3. In installation of fitness stations including supplies from Ronnie Crockett for \$5,900;
3. The total cost of all three is \$20,720
4. The motion was unanimously approved.

C. Request was made by Gary Shumaker for the Board to consider installing a speed hump on St Andrews Drive on the Tuscawilla side of the golf cart path. It was suggested that we contact the Golf Course owner and the Locust Hill Homeowners Association regarding cost sharing. Gary Shumaker will contact them.

D. Motion to remove a tree stump adjacent to Barbary Court by Phil Larcomb and seconded by Paul Harrison. Unanimously approved.

VIII. Executive Session

Entered Executive Session at 8:45 pm and adjourned Executive Session at 9:10 pm.

A. Request from a homeowner to purchase adjacent common area property was rejected by Board.

IX. Adjournment:

Motion to adjourn by Jamie Ranalli and seconded by Gary Shumaker. Unanimously approved. There being no further business, the meeting was adjourned at 9:15 pm.