

Tuscawilla Hills Citizens Association, Inc.
Minutes of Board of Directors Meeting
Tuesday, November 14, 2017

Board of Directors Present:

Bob Tansill
Paul Harrison
Gary Shumaker
Jamie Ranalli

Board Members Absent:

Phil Larcomb

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 Paul Harrison, seconded by Gary Shumaker to approve agenda as written. Motion carried unanimously.

III. Committee Reports

No Committee Reports.

IV. Residents Forum

- A. Resident complained that a house on Fenway Dr. has 8 – 10 cars parked at the house. Keith Stains, PMP, to send letter.
- B. Resident requested that the Board consider placing stop sign at the intersection of Berkley and Mary Lee. Keith Stains to follow up.

V. Association Business Meeting

- A. Approval of Minutes. MOTION made to approve the minutes of the September 12, 2017 Board meeting as written by Jamie Ranalli, seconded by Paul Harrison. Motion carried.
- B. MOTION by Paul Harrison to approve the 2018 Budget as submitted. Seconded by Gary Shumaker. Motion carried unanimously.
- C. Announcements:
 - 1. A Board member requested moving January Board Meeting to January 15 from January 9, due to schedule conflict. Unfortunately, January 15 is a Federal holiday. Board declined to change meeting date.
 - 2. Next Clean-Up Day: November 18, 2017 from 9:00 am to 3:00 pm.

VI. Management Report

- A. Copy of Fall Newsletter. *Martinsburg Journal* newspaper offered proposal to fund postage in return for including subscription advertisement. Keith Stains will bring in sample from another HOA's Newsletter.
- B. Common Areas/Streetlights.
 - 1. New playground equipment has been received.
 - 2. Snow removal contract in place through 2018 with Greenscapes.
 - 3. Concerns raised about park mowing contractor damaging equipment and benches. Discussion regarding looking for other bids; no action taken.

VII. New Business

- A. Jamie Ranalli reported blacktop on Camden Court and Camden Drive in disrepair, as well as damage to grassy area in middle of Camden Court cul-de-sac. Keith Stains to contact Bill Houck, U.S. Paving, to review and make recommendations.

B. Two Board members observed that what appears to be a totaled automobile sitting for several weeks in the parking lot of Apartment Building 56 on Tusawilla Drive. Board members will monitor situation.

VIII. Executive Session

No Executive Session at this meeting.

IX. Adjournment:

MOTION to adjourn by Jamie Ranalli and seconded by Paul Harrison. Unanimously approved. There being no further business, the meeting was adjourned at 8:00 pm.