

**SWALLOW HILL CONDOMINIUM ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES
March 5, 2020 @ 7 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
The next meeting is Tuesday, April 21**

<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, Brian McCahill, Howard Daniels, Aaron Hirak, Lucille Minnetti
Management representatives: Tracy Homer, Acri Realty
5-unit owners representing 3-units were in attendance.

Financial report – February 28, 2020

- Total assets, liabilities and equity were \$38,130.
- Total in the Reserve Account was \$9,497.

Site Visit

- 301-303-305 were visited regarding possible bathroom leak.
- Building 4 fire alarm system – confirmed it is required that battery be changed.
- Lights around club house were out; Avacoll will be contacted to replace.

Business

- During the open forum at the beginning of the meeting, residents discussed the following issues:
 - Southside Plumbing & Heating will undertake replacing backflow valves in all buildings as required by PA American Water on Monday, March 9th. Access will be required to most units in buildings 1 and 2.
- The King Electric \$1,600 contract for a fix to the entrance sign will be signed by T.Homer and sent.

- A schedule of decks to be repainted in spring 2020 will be requested of Avacoll.
- The fire alarm in building 4 requires a battery replacement, as there is incessant beeping. SSA will be contacted.
- A new contract for spring 2020 will be signed and sent to Walts' Landscaping. The company will also be requested to provide a bid for 100 cubic feet of topsoil needed to cover the conduit in the 'pit' of building 1.
- A new company will be contacted to replace and/or clean dryer vents in all buildings.
- Avacoll will be contacted to follow up on work order # 77383 – roof vent blown off building 2 during a storm requires reinstallation.
- Acri/Avacoll will discuss the purchase of new chairs for the pool area.
- People's Gas will be contacted by Acri regarding the purchase of a plan to insure/replace gas lines on the property.

Adjournment

The meeting was adjourned at 7:53 pm. The next board meeting is Tuesday, April 21.

Respectfully submitted,

Tracy Homer, Property Manager