

Clover Lee HOA Executive Board

Monday November 20, 2023



Call to Order:	An Executive Board meeting of Clover Lee HOA was held on Monday, November 20, 2023, at 243 Meadow LN. The meeting began at 7:00 p.m.
Attendees:	<p>Present - President, Chuck Mosey</p> <p>Present - Secretary, Bob Orendorf</p> <p>Present - Treasurer, Brett Marquart</p> <p>Present – Nina Lipsett board member</p> <p>Present – Patrick DiSante board member</p> <p>Absent - Penn Equity, Donna Grove</p>
Approval of Minutes:	Meeting minutes of the October 24, 2023, meeting minutes were approved via email and forwarded to Penn Equity for record keeping purposes.
Officers' Reports:	Reviewed Balance Sheet as of October 31, 2023, and Aged Owner Balance Sheet as of October 31, 2023.
Minutes:	<ol style="list-style-type: none"> 1. The HOA Executive Board discussed the problem with ground sinking behind 211 Meadow LN. Bob Orendorf inspected the work and did not find, in his opinion, anymore sinking of the repair to the ground. 2. The Rental Capping Amendment spreadsheet is not current – Penn Equity will update the spreadsheet count and send updated copy to board members. 3. The HOA board would like Penn Equity to send a revised Owner Summary report to all board members. 4. Clover Lee website – the board would like the new website to go live. The Financials section should require a password. Penn Equity please contact Bob Orendorf for the password for distribution to all owners. 5. Clover Lee Condo HOA fee is increased to \$176.00 per month for the year 2024. 6. The HOA Board will start their walk around inspections in spring of 2024. Inspections to include: <ol style="list-style-type: none"> a. Inspect the need to remove and or replace dead trees. b. Inspect back porches in need of repair. c. Inspect front doors in need of repainting. d. Inspect back yard fences in need of power washing. e. Look for worn green, house number signs. 7. The HOA Board discussed that there are many single bid contracts for landscaping projects not provided by Four Seasons and is asking Penn Equity to get three bids (when practical) but no less than two bids for each new project. 8. The HOA Board is requesting Penn Equity to get bids for a new Clover Lee entrance sign. 9. The HOA Board approved the 2024 newsletter and asks that Penn Equity send the newsletter to all owners. 10. The HOA Board approved changes to 6, 8, and 9 of our CL Architectural Standards. These changes will be on the new website.
Action Items:	<ol style="list-style-type: none"> 1. Penn Equity to update Rental Capping Amendment spreadsheet. 2. Penn Equity to give permission to make Clover Lee website accessible to all owners.

