



**The Village Farms  
Homeowners  
Association Board  
Meeting**

**Tuesday, June 20, 2023**

**Call to Order: 0702**

**Review/Approve Minutes from May Meeting** – Delayed approval of meeting minutes as last minute notes needed to be added

Motion to Delay – Steve Castle

2<sup>nd</sup>: Westin Pigott

All – Yes

Motion Carries: Yes  No

**Roll Call:**

- A Quorum was present
- A Quorum was not present

Name:	Title:	Present	Absent
Steve Castle	President	X	
Richard Overfield	Vice President	X	
Westin Pigott	Treasurer	X	
Emily Baker	Secretary	X	
Maureen Schriener	Property Manager	X	
Ben Browning	Lakes and Dams (Interim)		X
Randi Miles	Recreation (Interim)		X
Tiffany Liss	Communications (Interim)	X	
Patrick Moyer	Director, Common Grounds	X	
Karl Krukenberg	Planning and Development		X
Maggie Cordaro	Director, Social Events		X
Matt LaPaglia	Director, Technology	X	
Kyle Bushey	At Large		X
Jeffrey Yardley	At Large	X	



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**Guest Business / Attendees:** Paul Ash, Ron Liss, Pattie Grey

**GUEST REMINDER:**

**Please hold your comments until after HOA BOD Business, there will be time for “Public Comments.”**

Name:	Address:	Comment(s):
Paul Ash	15202 Shoreway E Court	Trees on common area along Greyhound need to be removed
Ron Liss	14904 Sulky Way	Would like common area along Greyhound/ Shoreway cleaned up- possibly picnic table/firepit Peeling pool paint question- will be addressed in fall- whole pool will be repainted
Pattie Grey	15 E. Laredo Way N Drive	



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**BOARD REPORT:**

**Treasurer – Westin Pigott**

- May financials approved
  - Taxes: New tax firm- IRS interest earned on CDs: taxable as earned income. Income tax paid
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**Planning and Development - Karl Krukenberg**

- No report submitted
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**Secretary – Emily Baker**

- Emily and Matt to meet to update meeting minutes
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**Director, Technology – Matt LaPaglia**

- New website up and running for tennis reservations
    - Username: Number of address, first name of account owner (Ex: 553Emily)
    - \$150/ year
    - Go live: July 1
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**Director of Communications – Tiffany Liss (Interim)**

- See The Village Farms Communications Reporting (PDF) sent to the BOD 6/19/2023
- Social Media (Facebook):
  - Exceeding our Reach by 98% over 6/19/22
  - Page visits were the highest in Q3 2022 with communication around the Village Farms Sidewalk communications.
  - Current Q3 2023 with 481 Page visits over Q2 2023 with 346 Page visits.
  - Q3 2023 19 New Likes, a 2% increase over Q2 2022.
  - 17% of our Facebook Audience is Women, with 29% being men.
    - 23.4% of our Facebook page followers are women 35-44
- Village Farms Resident Email:
  - We have 1,127 contacts in our Email List
    - of those, 1,085 are current subscribers
  - Our open rate for emails is up 39% over 2022
  - Our click rate for emails is up 78% over 2022



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- the highest click rate was a total of 4 emails sent in 2022 at 19% and the open rate was 79%:
    1. The Village Farms Sidewalk Communication
    2. The Village Farms July 2022 & HOA Newsletter
    3. The Village Farms Sidewalk Communication – 2nd Email
    4. 2022 Village Farms Splash Bash
  - Areas of Focus for 2023 - Q3/Q4:
    - Social Media:
      - Develop content Calendar for Facebook
      - Increase new followers by 5%
      - More community engagement
    - Emails:
      - Update and clean contacts
      - Consistent email calendar
      - More Community engagement
  - Propose - Monthly Newsletter added to our Website for residents/log-in to view
  - 2024 HOA Bylaws and Covenants - additions (2022 Motions for adding to 2023)
    - Every 10 years: 2024 would be 10 years
      - Will need to discuss with legal team before updating anything
  - Pool/Tennis Court Cards/ID
    - Photo ID rather than paper ID
  - Kids Working (Private portal) for discussion
    - Worth investigating, will have to find a way to lock down the information so it's secure
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**Director, Social Events – Maggie Cordaro**

- Fishing tournament
  - Approximately 100 participants
  - Thank you to Pat, John, and Will for judging
- 4th of July Parade
  - Popsicles and tattoos to be purchased
- Splash Bash
  - Reserved Big Hoffa's
  - Discuss duck race
- Car Show
  - Reserved Grace truck and an ice cream truck
- Resident questions
  - Movie night at the pool



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- Foam machine at splash bash
- Movie night in common area
- Baby sitter list

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**Director, Common Grounds** – Patrick Moyer

- Concrete laid by tennis courts 6/20; Sod to follow then project complete
- Brightview to lay new mulch/sand for play area
- Estimate for dead tree removal- 3 received; needs approval from Steve (\$2,900-\$4,000)
  - Board members to walk common grounds to address

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**Lakes & Dams** – Ben Browning (Interim)

- John Mueller/Ben Browning to connect to catch up

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**Recreation** – Randi Miles (Interim)

- Tennis court sign up
- Wind screen put up over the weekend

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**Vice President** – Richard Overfield

- Zoom Subscription fee- since no longer using for resident attendance is this still a necessary expense?
  - Will keep, need to switch to technology card- still attached to Brownings personal card
  - \$150/year
- Should we utilize Microsoft Forums rather than SurveyMonkey
  - Richard to send demo/investigate costs of Forums/cost savings of teams for

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**President** – Steve Castle

- No new business to report
- Board Organizational special meeting to be postponed, as many members absent for this meeting

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**Directors at Large:**



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- Jeffrey Yardley- Nothing new to report
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**Property Manager - Maureen Schriener**

- Complaints/Comments/Concern
  - 15116 Goodtime Ct. – pool party information 6-14
  - 217 Amkey Way – fence/easement 6-9
  - 14919 Admiral Way N. – fence/easement 6-9 & 6-12
  - 14932 Senator Way – fence questions 6-8
  - 14926 Senator Way – easement questions 6-6
  - 233 Admiral Way – HOA dues questions 6-6
  - 706 Citation Rd. – blocked trail easements 6-5
  - 421 Sapphire Dr. – park bikes in bike racks 6-5
  - 1105 Greyhound Pass – pool and dues question 6-5
  - 636 Worth Ct. – called parents regarding pool problem 5-30
  - 14842 Sulky Way – swim lesson 5-29
  - 516 Sapphire Dr. – fence 5-26
  - 14709 Along Ct. – home addition 5-24
  - 15211 Stars Pride Ct. – pool question 5-24
  - 1132 Greyhound Pass – entranceway flowers 5-24
  - 207 W. Greyhound Pass – lost pool card 5-23
  - 84 Citations Ct. – dues question 5-23
  - 433 Sapphire Dr. – new resident pool questions 5-23
  - 14801 Sulky Way – repaving streets questions 5-22
  - 710 E. Greyhound Pass – trash pick up 5-17
  - 137 Laredo Way - solicitors 5-16
  - 15057 Super Star Dr. – HOA dues 5-17
  - 14801 Sulky Way – drainage questions 5-17
  - 14839 Sulky Way – pool, bee, and dues question 5-16
  - 15202 Shoreway E. Ct. – removal of five ash trees on the common ground 5-13
  - 148 Admiral Way – long grass and weeds 5-4
  - 14921 Adios Pass two complaints – trash cans, mailbox, long grass, and weeds 6-14 (waiting on an update from resident)
- Clubhouse/Apartment/Maintenance - Rental Report – emailed to BOD
  - Westfield Fire Inspector came out for yearly inspection 5-30. Two items were found (a light bulb needs to be replaced at the upper entranceway and capacity signs need to be posted. Ryan Fire Protection came out on 6-7 to submit a work order. Signs have been posted (open) 6-14
  - Matt LaPaglia put the two new bike racks together (complete) 6-5
  - Dustin Nelson (handyman) was out on 6-6 to install IT equipment, install new posts, and signs, and the snack shack door sweep. Lower level faucet and IT equipment 6-14 (open)
  - Glidden will paint tennis poles 5-17, Im (open) 6-14
  - New signs for the pool private property (complete) 6-5
  - Tennis courts sign sent to Steve Castle (open) 4-26



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- Nick Bonds painted the new board fence. The pool maintenance fence needs to be painted (complete) 6-13
- Common Ground (Pat Moyer)
  - Brightview 5-15 and 3Crowns 5-17 Shoreway – four tree removal. Received quotes and sent to Pat Moyer (open) 6-6
  - Worth Ct. letter to the residents regarding weeds from 146th fence line sent (complete) 5-17
  - Get a quote to repair/replace and paint the common ground fence (open budget 2023)
  - Replace tennis court wall (received quote spring 2023 budget). Granite brick color (open)
- Common Ground Recreation
  - Common ground signs were dropped off at CSI 5-3. Picked up on 6-5 and installed on 6-6 (complete)
  - A work order was submitted by Pyles Pools for lifeguard umbrellas/stand (complete) 6-5
  - An email was sent to John Pyle regarding paint chipping 6-5 & 6-13. Will repair in the fall of 2023
  - The tennis court quote to fix the sidewalk, sod, screens, and fence 5-17
  - Recreation – replace park benches 2023
- Lakes & Dams
  - Fishing is for residents only. You must accompany your guests when fishing
  - Please keep all grass clippings out of all streets in Village Farms
  - Lake treatment – the lake is treated every other week
- Snack Shack & Pool (Open)
  - Painting pool – 5-17
  - Power wash pool deck 5-15
  - Two pool lights are out electrical repair is needed and John Pyle is working to fix the problem 5-15 (open)
- OTHER –
  - If you have not yet paid your HOA dues they are now late. \$100 late fees will be going out in June. I called 68 residents on 6-1-23 for a reminder about the HOA dues. Reminder called to 24 residents on 6-14
  - As of board meeting- 10 residents' dues outstanding
    - Will send late reminders this month
- Office Information – Welcome Packets
  - 3 packet
- Transfer Letters/Closing Letters – emailed to the BOD
- **OPEN ITEMS**
  - Lakes & Dams - repair seawall at Greyhound Pass 2024
  - Pat Moyer – replace the stone wall at the tennis courts in 2023
  - Clubhouse bathrooms – tile and reset toilets 2023
  - Pat Moyer – Reserve Study 2-21
  - Planning and Development – Update on streets and roads
  - Tennis app
  - Children's work directory 6-14



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**Any New Items?**

- Tattered flag

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**PUBLIC COMMENTS:** See Guest Business section.

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**Motion to Adjourn: 8:26pm**

Motion to Adjourn – Steve Castle

2<sup>nd</sup> – Westin Pigott

All – Aye

Motion Carries: Yes  No

Secretary Signature		Emily Baker
President Signature		Steve Castle