LANTERN HILL BOARD OF DIRECTORS MEETING MINUTES

**18 November 2021**

MEETING LOCATION: VIA ZOOM (VIRTUAL)

1. Call to Order: **9:10 AM**

2. Establishment of Quorum

Attendees: Anthony Arleth (President), John Wolff (Treasurer), Scott Neilson (Secretary), Michael Klein / Continental Property Management (CPM)

3. Call to order and Review/approval of previous meeting minutes

 a. Minutes from October meeting approved.

**ACTION: Michael to e-blast November Meeting minutes on Tuesday 11/30 with a note stating that hard copy minutes will no longer be mailed out unless specifically requested.**

**ACTION: Communications Committee to post minutes on website on Tuesday 11/30.**

4. Receivables report. All items on the report were reviewed. Discussion continued regarding late fees…see below.

5. Review of financials. There were no significant variances for the month of October.

6. Old Business

1. Architecture and Landscape Committee. The new Architecture and Landscape Request form has been finalized.

**ACTION: Michael to publish with a note to emphasize that any alterations OR REPLACEMENTS must be approved by the A&L committee.**

1. Roof replacements. Eiseman has begun work and has been doing an excellent job. The section by 27-35 Woodbridge and that at 301-303 Lantern have been completed. Upon receipt of final invoice for those sections the Board will revisit the remaining budget and replacement plan to ensure there is adequate funding. In the coming months Eiseman will conduct an assessment of all the remaining roofs in the neighborhood to provide data for staging the remaining replacements.
2. Removal of tree by 17 Woodbridge and removal of stump by 406 Lantern.

**ACTION: Tony to address with Borough council member.**

1. Platform for electronic voting.

**ACTION: John to research and set-up.**

1. No reply yet from 227 Hillcrest regarding payment for damage to berm behind 10 and 12 Woodbridge. Reply due week of Nov 29.

**ACTION: If not reply, Michael to contact Scott for next steps.**

1. Change of late fee to $50.

**ACTION: Michael to prepare a resolution and to send a letter to residents about the new rule.**

1. Edison berm

**ACTION: Michael to follow-up with Verdant for an estimate.**

7. New business

1. Roofing requirements for things such as satellite dishes. Eiseman recommended specific hardware for such things as satellite dishes.

**ACTION: Michael to send letter to residents that any alterations made to the roof by residents are the sole responsibility of the resident.**

1. Complaint received that some resident is putting their dog waste bags in others’ garbage cans. Request made to ask people to stop doing this.

**ACTION: Scott to put an announcement to this effect on the website message board.**

1. Discussion of roof work.

**ACTION: Michael to get due date from Eiseman for analysis of remaining roofs and staging of remaining replacements.**

There will not be a Board meeting in December. Next meeting will be held on January 20, 2022 at 9 AM by Zoom.

Meeting adjourned at 10:35 am