

**COLUMBIA COURT HOMEOWNERS' ASSOCIATION, INC.**  
**EXECUTIVE BOARD**  
P.O. Box 2322  
Sinking Spring, Pa 19608  
[www.columbiacourt.us](http://www.columbiacourt.us)

**June 2, 2021 - Annual Meeting**

- **Attendance**  
Steve Fabian, President  
Roger Cote, Treasurer and Property Management  
Rebecca Dorsey, Secretary  
Michele Hanson, Board Member  
Jan Moore, Board Member  
Sue Cote, Homeowner and Property Management  
Ron Schaeffer, Homeowner  
Alen Varughese, Homeowner
- **The meeting was held at the playground pavilion.**
- **Sign in/Introductions**
- **Proof of Notice of Meeting** – As required, the annual meeting notice was sent, by mail, with the proposed budget, to all homeowners. A notice was also posted on the CCHOA website and on the CCHOA Facebook page.
- **Effects of COVID-19 on CCHOA**
  - Most meetings will be held on Zoom until further notice
  - The playground remains open
- **Approval of minutes of preceding meeting**
  - The 4/7/21 regular meeting were reviewed. Michele motioned to approve the minutes. Roger seconded. Motion carried.
  - The 5/13/21 special meeting minutes were reviewed. Sue motioned to approve the minutes. Roger seconded. Motion carried.
- **Treasurer's Report**
  - The monthly reports for April and May were reviewed, along with copies of the bank statements/balances, and the expense report for FY20-21. Rebecca motioned to approve the reports. Michele seconded. Motion carried.
- **BOD Election**  
2 of 5 positions were open for election:  
Michele Hansen - elected 6/6/18; term expired 6/2/21  
Rebecca Dorsey - reelected 6/6/18; term expired 6/2/21  
Roger Cote - appointed 6/5/19; term expires 6/2/22  
Jan Moore - appointed 4/22/20; term expires 6/2/22  
Steve Fabian - reelected 6/5/19; term expires 6/2/22

### **Nominations, Appointments & Election**

- Sue nominated Michele and Rebecca to continue to serve. Roger seconded. Motion carried.
- Rebecca appointed Sue to fill the Roger's remaining term as Treasurer. Steve seconded. Motion carried.

### **• Ratification of Budget**

- The proposed budget was reviewed. No changes were made. Jan motioned to ratify the budget as proposed. Michele seconded. Motion carried.

### **• Old Business**

- Playground mulch/weed control/new bed around fire bushes – The work was completed.
- Mowing – The 3 quotes were reviewed. Rebecca motioned for Dan Gaiewski to continue to provide mowing services. Jan seconded. Motion carried.
- Property Management – The 3 quotes were reviewed. Roger and Sue were approved to continue to provide property management services at the 4/14/21 meeting.
- Yard sale – Date set for 9/18/21. Michele will take the lead regarding advertising, getting the permit and posting on the Borough calendar. Steve will take the lead on signage.
- The HOA Facebook page now has 76 members.
- Cats – Homeowners are encouraged to contact the Animal Rescue League to trap any feral cats and to contact the HOA regarding any homeowner cats running loose.
- Trash cans in front of houses – Discussion occurred regarding options to address recurring issues with a specific property. Steve and Jan will talk directly to the homeowner.

### **• New Business**

- The tax return has been filed.
- HOA meetings – HOA meetings will be held at the pavilion as weather/temperatures allow. All other meetings will be held either via Zoom, Facebook Live or at the Borough Hall. Meeting location will continue to be posted on the HOA webpage as well as the HOA Facebook page. A recommendation was made to post signage for the meetings in the development the Thursday before each meeting (as is done regarding the yard sale); Steve will take the lead on developing the signage.
- Zoom account – Will be cancelled and a free Zoom account will be set up.
- Playground inspection for 2021 – The contract was signed for June/July inspection.
- Playground – The mulch has been raked and added. Weed control and the bed around the firebushes have been completed. Roger will contact Talarico to provide additional weed control in the playground mulch.
- Pavilion maintenance – Roger will contact vendors to repair the rotten wood and clean out the gutters/repair the gutter guards. Alen will provide a contact for EcoValley Roofing to Roger and Sue.
- Grass clippings – A homeowner was addressed regarding throwing grass clippings over their fence.
- Security cameras – Steve will contact SecureHome to ensure the video surveillance equipment and recordings are adequate.
- Kids playing in the middle of the street (specifically at the lower intersection of Michigan and Ontario) – A statement will be added to the annual letter. Homeowners are encouraged to contact the HOA if they know which properties the kids live at.

- **Adjourn meeting**
  - Jan motioned to adjourn the meeting. Michele seconded. Motion carried.