

GHPOA Board Meeting – May 28, 2025

Meeting started 6:30pm

Present:

- Jake Hall
- Annette Holt
- Rob Mead
- Jenn Pratt
- Doug Rickert

1. Treasurer's Report

- Checking: \$32,018.24
- Savings (Roads): \$29,436.93

2. Book Sharing Library

- Vote to add book sharing library to Pavilion: Unanimously passed

3. Updating Names on Bank Account

- Two signatures are required on checks
- Bank needs a letter stating who is on and who is off the list of account signers
 - A template with letterhead should be on Google Drive
 - 410 Mason is the business address for the POA
 - Jenn will write the letter and will let other members know when to go to the bank (Jefferson Security Bank in Charles Town)
- Chanda, Jen, Julie, and Rob are currently on the bank account,
 - Add Doug, Jake, and Annette (Jenn is already on it)
 - Drop Chanda, Julie, and Rob

4. Online Payment Method

- Need to find a way to collect online payments and reconcile which address is associated with each payment
- JSB suggested billpay; that is not sufficient
- Tabled this to a future meeting; there is time to work on this before the next round of annual dues

5. Late Payments

- There are 7 late annual dues; 14 others who need to pay a remaining balance of \$4.50 - \$10
- Jenn will print and send the late notice reminders

6. GHPOA Email Account

- Doug, Jake, and Rob have access now
- Secretary/Jake will monitor and forward emails
 - Forward to Treasurer: Dues, from realtors
 - Forward to Doug: Estimates for roads, trees, etc.
 - Rob is handling insurance-related emails
- Need to make GHPOAroads@gmail.com the account recovery address (Jake will do this)

6. GHPOA Google Drive

- Jake will write a list of folders and assign read/write access
- Only Treasurer should have access to edit financial records

7. Pavilion Rentals

- Pavilion can be rented by POA members in good standing (have paid association dues in full)
- PDF with "Hold Harmless" agreement needs to be completed
- Pay donation online or give check to Pat (\$50/day)
- Rental is for the full day; different members cannot rent a part of the same day
- Doug will write a step-by-step process
- Jake will edit website to reflect the process that Doug writes

8. Social Committee

- Carrie Wilt will volunteer
- Kim H. is willing to help but not lead. Will help organize, advertise with graphics, flyers etc
- Discussed a chair person to lead the group

9. Playground

- Erie Insurance clarified:
 - There is no liability protection currently (60-day grace period was a misunderstanding)
 - The swingset will be insured at no extra cost to the policy if a soft landing is installed
- Doug will review the specs from Erie Insurance and write up an estimate for costs of a soft landing

- Have a quote from a company doing public swings. Its near \$3000, not including rubber mulch, (est \$550)
- Wilts are collecting donations to help pay; Doug working with Carrie Wilt on this

10. Short-Term Rental Sub-Committee

- Discussion tabled for a future meeting

11. Tree Maintenance

- Quote from Harris
 - 3 trees behind the storage shed near Williams property from Harris - \$2,200
 - Trees along Mason Drive, clean up and remove - \$1,800
 - Harris has been reasonable but Rob will call Patriot for a second bid (Viking is typically more expensive)
- Doug will remove the root sticking out in the Butterfly Garden so Dave can mow
 - Pat P. may have compost to use to back fill the hole left over; yard of topsoil \$50
 - Grass seed and straw to get new grass will \$25
- Tree overhanging the community dock is on Steve's property. Doug will speak with Steve this weekend to let him know that the tree is his responsibility to remove.

12. Butterfly Garden

- They have silver and red maples for \$40/\$50 each at Walmart that we could buy and self plant. Postponed this discussion for a future meeting. Can plant trees in September.
- Carrie requested \$200 for deer repellent; unanimous vote against this; Annette will let Carrie know the board is looking for a long-term solution/plan for the Butterfly Garden

13. Roads

- Doug will go work with the County Commission to have the roads changed in online maps to show one-way traffic direction on Mason to direct non-residents (deliveries, utilities, etc); unanimous vote approving
- Doug is working on getting quotes for road repairs; contractors are not returning his calls.
- Doug is working on map of roads with prioritized repairs

Next meeting on July 10, 2025 at 6:30pm

Meeting adjourned 8:00 pm