

**STEEPLECHASE COMMUNITY SERVICES ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**MONDAY, MARCH 18, 2024**  
**PAGE #1**

**I. CALL TO ORDER**

The meeting was called to order at 6:00 by Board President Judi Lewis.

**II. BOARD MEMBERS PRESENT**

Board Members Present: Judi Lewis, Randy Wolfe, John Paravati, Jeannine Carver and  
Bob Barron

Board Officer Present: Don Fox

Board Members Absent: None

Management: Tammy Mersing

**III. TREASURER'S REPORT**

A. Acceptance of Monthly Financial Report – The February 2024 report was reviewed by Don Fox. A motion was made by Randy Wolfe, seconded by Jeannine Carver, and passed to approve the report as received.

**IV. SECRETARY REPORT**

A. Approval of Board Meeting Minutes – A motion was made by Randy Wolfe, seconded by Jeannine Carver, and passed to approve the January 22, 2024, minutes with 2 corrections.

**V. NEW BUSINESS**

A. Lamppost Bids – The two bids received from McGervey Electric, and M & J Electric were reviewed. The Board discussed at length the options versus the pricing received and they put together the final specification based on that information. Both companies will be sent the new specification and asked to re-bid on the project.

B. Homeowner Correspondence – Two homeowners sent in written communication that the Board reviewed. The Board denied both requests.

C. Landscaping Bids – The Board reviewed the bids as presented. John Paravati will speak to the contractors to ensure that the bids reflect comparable plants.

D. Asphalt Discussion - Judi Lewis confirmed with Randy Wolfe that the asphalt work in 2024 will be minimal.

E. Communications – Tammy explained to the Board Members about the portal that is available for the homeowners through the CMA software. Email blasts to the homeowners would save money on copies and postage. CMA is currently waiting for portal upgrades to take effect.

F. Declaration, Bylaws and Rules & Regs – The Board reviewed the Attorney opinion and the project has been placed on hold.

G. Webinar Discussion – Jeannine Carver reported on the webinar that was recently viewed by the Board members. All Board members agreed that the webinar was very helpful.

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**PAGE #2**

- H. Annual Inspection – The annual inspection will be performed by Board members.
- I. Snow Removal Contract – Judi Lewis reported that she had been keeping track of the number of times that the snow removal contractor was in the community over the winter. There were only six visits. The Board will discuss possibly changing the contract to be paid per service instead of a monthly amount over 5 months.

**VI. MANAGEMENT REPORTS**

- A. Work Order Reports – No questions.
- B. Violation Report – No questions.
- C. New Owner Report – There were five new owners in the month of February.

**VII. DATE, TIME & LOCATION OF NEXT MEETING**

May 18, 2024, 9:30 am, at Weyman Road Fire Hall.

**XI. ADJOURN**

The meeting was adjourned at 9:10 p.m. by Judi Lewis.