



Homeowners Association

Foxchase Homeowners Association · PO Box 520 · Meadow Lands, PA 15347

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**FOXCHASE HOMEOWNERS ASSOCIATION
ANNUAL MEETING**

Foxchase Homeowners Association, *Canonsburg, PA*, held at North Strabane Township Municipal Building, at 7:00 PM on the 29th of November, 2023.

I. CALL TO ORDER

- a. President Doug Gillespie called the meeting to order at 7:00 PM

II. ROLL CALL OF BOARD MEMBERS

- a. Roll call of Board Members
- i. Present: Doug Gillespie, Andrew Reo, George Phiou, Clyde Villa
 - ii. Absent: Pete Moniodes

III. ROLL CALL OF RESIDENTS

- a. Attending in person: 100, 104, 110, 114, 115, 118, 132, 185 FCD. 606, 607, 620 HCD
- b. Proxys: 38 proxys were submitted

IV. APPROVAL OF THE MINUTES OF THE 2022 ANNUAL MEETING

- a. Motion by Clyde Villa, seconded by George Phiou, to approve the minutes of the 2022 Annual Meeting. Vote unanimously approved by the residents.

V. REVIEW 2024 BUDGET, SERVICES AND PROJECTS

- a. Doug Gillespie reviewed the proposed 2024 budget along with the services provided by the association. The budget is expected to remain consistent, and the dues will not need to increase for the new year.
- i. A resident (Nick @ 607 HCD) questioned the expense for mulching and edging. Doug reviewed the budget specific for these expenses and answered all questions. The HOA Board agreed to include more detailed explanations within the next budget proposal.
 - ii. A resident (Nick @ 607 HCD) asked what the bank/cash balance was within the HOA budget. Doug provided that answer directly from the Q3 2023 financial report from EM Malone. Doug also shared information regarding the loan that was extended to the even townhome residents for the paving project.

VI. NEW BUSINESS

- a. Doug Gillespie gave a reminder of the bylaws highlighting maintaining personal property, not parking in common property, and obeying traffic laws which were all areas of focus by the board in 2023.
- b. There were no nominations for new board members. The 2023 board agreed to remain in place for 2024.
- c. At the entrance of Foxchase there is some paint on the road, which is likely a result from the garbage truck compressing materials or spilled from a vehicle. Norm James

offered to follow up with the township to discuss removing or covering up the spill. Doug Gillespie will reach out to a contractor about cleaning up the spill, however since the road is not owned by the HOA we will have limited ability to service that property.

- d. Resident inquired on how to obtain copies and review financial statements for the HOA. Doug responded that residents may request financial from the HOA service company, EM Malone. Doug emphasized the importance of keeping financial records confidential within the residents of the community.
- e. Utility Box maintenance: some utility boxes have been damaged over the years. Residents were advised that since the HOA does not own these items, residents should contact the respective service providers (Verizon/Comcast) directly to request repairs.
- f. Two residents (Tom @ 110 FCD and Nick @ 607 HCD) raised concerns over the 2023 services provided by Superior Lawn Care and JG Landscaping.

The concerns were that Superior is not providing the appropriate number of visits and JG is cutting the grass too low. Doug and Clyde responded that superior sets the treatment schedule each year. The HOA Board will ask Superior to review the treatment schedule to ensure treatments are completed at the appropriate times. Doug reviewed the Superior services and determined that the contracted number of treatments had been performed. Doug shared some observations as to the quality of Superiors work based on treatments at the cul-d-sac in the neighborhood.

The HOA Board also agreed to contact JG to discuss the height of lawn cutting and Superior about the treatment schedule.

Further the HOA Board shared the bid process that was completed in 2022 and 2023 for landscaping services. While a switch in providers is not being planned, the HOA Board will consider utilizing different contractors for services in 2024 based on the performance of JG, especially with the mulching and edging services. JG had several complaints from residents regarding the mulch service they provided in 2022.

A resident (Nick @ 607 HCD) questioned the specific services provided by the HOA for mulch and edging. Doug reviewed that edging and mulching services are provided every even year to residents.

- g. Front Entrance: some residents suggested the front entrance at Foxchase have improved landscaping in response to some of the newer neighborhood's entrances. This would include removing dead/overgrown trees, expanded mulch beds, and planting some flowers or shrubs. The HOA Board will take this suggestion under advisement for 2024. The HOA Board was also complimented for having lights and power installed at the front entrance.
- h. Streaming Annual Meetings: resident proposed streaming the annual meeting to increase participation citing that it may be hard for some residents to attend in

person so streaming could make it easier. The HOA Board will take these suggestions under advisement.

- i. Street Lights: resident (Tom @ 110 FCD) proposed adding additional street lights throughout the neighborhood to increase safety of pedestrians on the street and sidewalks. The HOA Board will take this under advisement.
- j. Cleaning-up after pets: resident gave reminder to clean-up after dogs as he has noticed some common areas where waste was abandoned. Some residents would like to see waste stations installed similar to what is in place at Glencannon. The HOA Board will take that under advisement. Doug reviewed the HOA rule addressing these issues and asked residents to be vigilant to ensure the rules are not being broken and reporting residents who are violating the rules of the HOA.

VII. VOTING/MOTIONS

- a. Motion to approve the 2024 budget as proposed in the 2023 annual newsletter. Motion made by Clyde Villa (165 FCD), seconded by Andrew Reo (622 HCD). No discussion. All residents unanimously approved.
- b. Motion to approve the 2024 HOA Board of Directors, Doug Gillespie, Andrew Reo, George Phiou, Clyde Villa & Pete Moniodes. Motion made by Steve Meyer (100 FCD), seconded by Norm James (185 FCD) to approve the 2024 board. Discussion: Nick (608 HCD) inquired as to the process to be elected to the Board of Directors. Doug Gillespie reviewed the Foxchase HOA Bylaws which include the process. No further discussion. All residents unanimously approved.

VIII. NEXT REGULAR MEETING

- a. The next Annual HOA Meeting will be held in November 2024, exact date, time and location to be determined.

Clyde Villa made a motion to adjourn the meeting. Doug Gillespie adjourned the meeting at 7:34 pm

Andrew Reo

Andrew Reo, Secretary 11/30/2023