The Village at Penn State Master Association
Board Meeting Minutes

Meeting Date: August 20, 2026

Board Present: Rob Hafley (President / Varsity Hollow), Charles Kulp (VP / Tradition Cove), Luke Skerpon (Secretary / HCII), Dale Lamke (Treasurer / Ivy Ridge), Joe Cudwadie & Mike Johnson (HCII), Elizabeth Hughes (HCI), Andrea Pandolfi (Collegiate Station), Andrea Reger (Homecoming Ridge COA)

Via Zoom: Karen Gensimore (CREM Association Manager

Board Absent: Bob Jeziorski (Tradition Point), Dawn Nixon (Mascot Cove), Joe Fiore (Homecoming Ridge II)

Others Present: Paul Faber (HCII Resident)

Call to Order
The meeting was called to order by Rob Hafley, President, at 3:00pm. Quorum confirmed.

Meeting Minutes Approval
The Board reviewed the minutes of the previous meeting from June 18, 2026. No changes or corrections were offered. Motion by Charles Kulp. Seconded by Andrea. Motion unanimously carried.

Tree Cutting
Rob reported that Lauder came and cut trees - the Board agreed it looks much better.

New Secretary
Rob informed the Board that Luke Skerpon would be taking over the Board Secretary duties.

Security Cameras & Access Proposal
Rob presented two (2) proposals from Park Security Systems regarding the installation of security cameras and updating the building security access system at the Community Center. The differences in the proposals were discussed - one being through alarm.com with a fully integrated cloud system with access and cameras in the same platform and the other being an upgrade to the current access system with the addition of cameras with both living in two separate platforms. In addition, the difference in cost between fobs and Bluetooth access was discussed

Proposal #1 (alarm.com system option) ranges from $20,657.35 to $23,866.55 with recurring monthly charges from $215.00 to $310.00 per month. Proposal #2 (upgrade + cameras) ranges from $19,102.65 to $22,577.76 with recurring monthly charges of $105.00 to $205.00 per month.

Board Members will review the proposals and send questions or comments to Rob to pass along to Park Security. Dale reminded the Board that this project would be funded through Reserves.

The Board also was given a draft policy document to review before the next meeting regarding building access and cameras and associated privacy concerns and operating protocols.

The Board will consider next steps on the proposal and proposed policy adoption at the next meeting.

Washing & Painting - Community Center; Vista Park Pavillion; Trash Corral
Chuck Mason will begin work on power washing the Community Center and Pavilion area. Painting also needs to occur at the Community center and Pavilion. The Board also was reminded of the discussion about painting/staining the exterior of the trash corral. Everyone was in agreement with these projects and Rob will follow up with Continental and/or other Vendors regarding these.

Community Center Gutters
The Board discussed having the Community Center gutters cleaned out later in the fall after the leaves have mostly fallen. Rob will coordinate with Karen to have Continental perform this maintenance at the appropriate time.

Treasurer's Report
Dale presented the Treasurer's Report as of the end of July 2026. He pointed out that currently there are no major problems in the report and there are only a few minor problems to watch and address. Minor areas to watch include electricity costs, cable costs, cleaning costs, pool costs – all of which are expected to end over budget. Currently, interest income this year is at $8800. He reminded the Board that certain costs (i.e. mowing, mulching, landscaping, etc) look low now (35% used) but will catch up as invoices come in for payment. These are expected to end on budget. The Board will look into possibly installing smart thermostats at the Community Center to assist with controlling some of the electricity costs. There is a projected $5000 trash expense surplus due to the switch from Waste Management.

Dale also reported that there are currently $484,000 in reserves, including a $300K CD that is maturing in February 2027 which is approximately 3.5% interest. The current Kish Bank Money Market account is approximately 3.4%. The Board discussed various account options after the CD matures and the impact of FDIC coverage at Kish over a certain value in the account. This will be discussed more during the FY2027 budgeting process.

The Board directed Continental to update the Reserves Analysis that was previously done in 2023 for the September meeting for further review and consideration in the budgeting process.

Luke raised multiple concerns regarding the accuracy of the financial reporting given to the Board from Continental including the budget, ledger vs. budget and invoices from Continental. There are discrepancies in different reports and a lack of a clear and consistent budget process. The Board agreed to undertake the budget development process to ensure that accurate figures are being used and proposed for the FY2027 budget. The Board will focus on the development, finalization and approval of the FY2027 at the September meeting.

Vista Park Path / Community Center Parking Lot
Multiple cracks have formed in the park path and around the Community Center that need to be filled before winter so they do not get worse. Some of the cracks were pre-existing that need to be filled again and others are new. This project does not include a top coat on anything, just simple sealing of cracks. The Board agreed with these projects and Rob will follow up with the appropriate contacts to approve these projects for completion before winter.

Deans Way - Grass & Hill
The Board discussed locations on Deans Way that need attention. The hill on the Toftrees Ave side of Deans Way has been determined to be owned by The Station so action on this area is not the Master or HCII Board.

The curb and strip of Master Property adjacent to 1710 Woodledge and 137 Deans Way needs to be weeded, reseeded and then maintained. The curb will ultimately be the responsibility of the homeowner and the strip leading toward the retention pond has already been discussed with EcoLawn and will be mowed by Master.Karen will contact S&A regarding the weeding and seeding of this area to occur ASAP.

Architectural Review Process Proposal
Luke presented a new Architectural Review Process that HCII has adopted and that they are recommending the Master Board and all other sub associations adopt. The process will be through Jotform where homeowners will complete an online form as well as uploading necessary documents (building permits, zoning permits, photos, plans, etc). The system automatically sends the proposal to the applicable sub association board for voting approval or denial. Then the proposal comes to the Master Board automatically through the system. Once voting has occurred, the homeowner is automatically notified by the system of the approval or denial. The Board agreed that the process should take no longer than 2 weeks at the sub-association level and 2 weeks at the Master Board level, otherwise the proposal should automatically be approved by the system.

Board Members should send Luke a list of all sub-association board members for their individual boards to allow entering into the system for the programming.

Luke will coordinate with Karen to get the form link in the Resident Portal when it is ready to launch to replace the current link and form in the Continental Portal.

The Board approved the yearly Jotform subscription for this process.

Community Recreation Committee Proposal

The Board discussed a proposal to create a Community Recreation Committee to brainstorm, investigate and develop a proposal for the Board to consider regarding the Master space on Victory Blvd behind the cluster mailboxes. It has been suggested that there is a need for recreation / playground space on that side of Toftrees due to safety concerns with children crossing Toftrees Ave

A motion was made to establish this committee and seek out volunteers from each sub-association to sit on the committee. The committee will aim to launch this fall. Luke and Rob will write up an announcement about this for the next newsletter. Luke volunteered to chair the committee. The Board will review the interested individuals and appoint the committee at the next Board meeting. Motion by Luke Skerpon. Seconded by Andrea Pandolfi. Motion unanimously carried.

Annual Meeting
The Annual Meeting was scheduled for Sunday, October 25, 2026 at 10:00AM at the Clubhouse. Meeting notices need to be sent out by September 25, 2026 for the 30-day notice period. Rob and Luke will coordinate with Karen to ensure the correct packet of information is sent to include: Meeting Agenda, 2025 Meeting Minutes, Proxy Form, FY2027 Budget and Dues Notification.

Road Dedication
According to Patton Township, the road dedication for Victory and Beaumanor is set for September/October of this year. It was noted that road repairs of milling and filling are currently in progress as a step towards this process. Deans Way is expected to get the top coat this fall.

Dog Courtesy Reminders
The Board briefly discussed the need to remind all homeowners regarding curbing their dogs when walking and their responsibility to clean up after them. There have been multiple issues, specifically in cul-de-sacs over the past few weeks. Rob will have Felicia add to the upcoming newsletter.

Pool End of Season Closure
The pool will remain open through Labor Day. Thull Pools will address the coping issue once the pool is closed for the season. At this time, they have declined to address the liner issues.

Next Board Meeting
The next meeting of the Master Board is scheduled for Thursday, September 10 and 3PM in the Community Center. This meeting will focus primarily on adopting the FY2027 Dues and Budget for Annual Meeting preparation as well as other business items.

Adjournment
With no more business, the meeting was adjourned at 4:21pm.

Respectfully submitted,

Luke Skerpon
Board Secretary