

# SCHOA Records Management Board Meeting

## SCHOA BOARD MEETING MINUTES

DATE: March 5, 2002

LOCATION: SCHOA Clubhouse

TYPE OF MEETING: Regular BOT Meeting

### *The Order of Business (Pursuant to SCHOA By-Laws Exhibit "A")*

- I. Call to Order (Chair) and Roll Call (Secretary). Please see the Minutes cover sheet
    - President's comments. N/A
    - *With a quorum present, the President called the meeting of the SCHOA BOT to order at 7:06 pm*
  - II. Proof of notices of meeting or waiver of notice (Secretary)  
N/A
  - III. Reading and approval of the Minutes of the previous meeting (Secretary)  
*With the exception of a correction to item IV to read, "A quote proposal was requested from Copeland to complete the roofing of the 6 remaining buildings and clubhouse in 2002", the BOT unanimously approved the minutes of the February SCHOA BOT meeting.*
  - IV. Reports of Officers
    - Treasurer's financial report
    - In lieu of a Treasurer's report, two items containing the SCHOA's financial status were submitted: Management Report and Finance Committee Report (as attached).*
  - V. Reports of Standing Committees and Management Committees
    - Architecture: No written requests were received during the reporting period.
    - Finance: (as attached)
    - Landscape: *The committee will meet on 3/6/02 to conduct a site review of units that require the replacement of globe bushes to be replaced, and will recommend a replacement schedule to the BOT at the April 2, 2002 meeting.*
    - Newsletter: *No report. Next issue scheduled for June 2002 publication.*
    - Pool: *No report.*
    - Parking: *No towings during this reporting period; warnings issued as noted in Management Report*
    - Satellite: *No report. Hereafter, this item will be addressed by the Architecture Committee.*
    - Social Events: *N/A - this committee to be commissioned as needed.*
- Management
- *Update on Nationwide - Repair work in progress in units 1424 and 1426. Paul Daily provided a review of the repair process.*
  - *Tenant leases - Currently, 17 of the 31 requested have been received and are on file.*
  - *Status of Arrearages - (ref. Finance Committee Report as attached)*
  - *Common areas proposed improvements: awnings (\$1800); pruning rear tree line (\$2450); pool/lot signage (\$495); common area landscape (\$500 ea.)*
    - *Discussion resulted in the addition of another item concerning the modification of the office for a cost not to exceed \$250; however, priority was given to two items with inherent safety concerns as noted on the Resolutions Log. Awnings will be considered in the future in conjunction with carpet and furniture replacement in the clubhouse. Further consideration for Common Area landscaping will be postponed until the Spring Walk Through. Due to power surges sustained over the past weekend, the PC Monitor was damaged and needs to be replaced. Price quotes were submitted (see attached) by Thong Tran. John Rossi offered to sell the SCHOA a used 15" monitor for \$50 with a 6 month refund guarantee. [\* Please ref. Resolutions Log for motion and approved expenditures.]*
  - *Log of letters of complaint - (ref. Management Report as attached)*
  - *Arbitration recommendation (follow-up) - Tenant unit leases are being collected*

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VI. Election of Inspectors of Election  
N/A

VII. Election of Trustees  
N/A

### VIII. Unfinished (Old) Business

- *Roof replacements: Paul Daily reported that SCHOA was placed on Copeland's calendar; however, remaining roof replacements will not likely commence until the fall of this year.*

- *Concrete repairs: These are budgeted and will be prioritized subject to the Spring Walk Through*

- *Status #1352 -City of Fairborn (ref. Item G. of the Management Report). Paul Daily reported that pending a determination for a city inspection, the BOT has the option to seek legal recourse through court order to have the inoperable vehicle towed.*

### IX. New Business

- *None presented*

### X. Home Owners' Concerns

- *Resident from unit 1468 asked for feedback on letters of concern submitted to the BOT during the reporting period. The Secretary reported that all letter had been recorded. The three most recent letters were under review with written responses forthcoming. The Resident submitted copies of a permit and inspection report from the City of Fairborn, and the name of the plumbing company having completed the installation of a propane gas tank and line into unit 1468. Since the Resident did not receive prior approval from Architecture Committee for this modification, the Committee will review the documentation and render a written determination to the BOT by the April 2, 2002 Board meeting*

- *Residents of units 1466 and 1468 aired concerns and complaints. The BOT reiterated that its scope of authority does not include civil matters between residents.*

- *Resident of 1468 voiced a concern that Residents of unit 1466 are not compliant regarding pet control matters resulting in further damage to the common area. Since the Board recognizes that many efforts to address similar complaints over the years has not resolved the problem, and since lawn damage due to dog droppings in Common Areas other than Pooh Corner, is a chronic problem, the Secretary will draft a revision to the pet control policy to be reviewed at the next Board meeting, which will include a special assessment to all resident dog owners.*

- *Residents were reminded that the Spring Walk through is scheduled for Saturday, April 27th, weather-permitting. All residents interested in participating must convene at the Clubhouse at 8:30. The Walk Through will commence at 9:00 a.m. Note: Dana Gang volunteered to escort the concrete repair representative at that time.*

- *The procedure for addressing citations discovered during the Walk Through shall be as follows:*

*(1) initial citation notice stating that corrective action must be completed within 10 business days unless a safety/hazardous condition warrants more immediate action*

*(2) failure to comply will result in the Board taking corrective action at the Home Owner's expense*

*(3) failure to reimburse the SCHOA for the corrective service within 30 days of invoice will result in a lien filed against the unit in question.*

### XI. Adjournment

*With no further business being brought before the BOT, the same was adjourned at 9:10 p.m.*

