

# **Sycamore Creek P.U.D. Homeowners' Association Board of Trustees Meeting**

## **Minutes of Regular Board Meeting**

**April 5<sup>th</sup> 2016**

The April regular meeting of the Board of Trustees opened at 7:00 PM by the President and adjourned at 8:47 PM. The meeting was conducted at the Sycamore Creek PUD Homeowners' Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio 45324.

- **Roll Call was taken:**
  - **The following members of the Board of Trustees were present:**
    - Dana Gang – President
    - Judy Halsall – Treasurer
    - April Arnold-Daubenspeck – Member at Large
    - Ron Nischwitz – Member at Large
    - Bill Grosscup – Secretary
  - **The following members of the management team were present:**
    - Clara Fletcher – Association Manager
    - Barb Henz – Association Bookkeeper
  - **The following owners were present:**
    - Lenny Davis
- **Presidents Opening Remarks:**
  - The president opened the meeting by acknowledging the pool fence was repaired at no cost to the association and thanked the homeowner responsible for making the repair.
- **Reading of the minutes, March 2016.** The minutes were approved as amended.
- **Reports of Officers of the Board:**
  - **President:** Deferred to Committee Reports
  - **Vice President:** Not present
  - **Treasurer:** Deferred to Management Team
  - **Secretary:** Confirmed email addresses of the Board Members
- **Reports of Committees:**
  - **Architecture:**
    - No architecture request forms have been submitted.
  - **Landscape:**
    - Dana Gang will be meeting with the Arborist to determine a priority for replacing dead trees and bushes. He will also ask the landscaper to look at replacing the decorative plants that screen the DPL box. The mulching and edging has been done. There were comments that the landscapers left clods of dirt and mulch on the lawns. This was taken care of in subsequent mowing's but Dana will address this with the landscaper. A question was asked about all the weeds not being pulled prior to mulching and Clara reported that the beds were

sprayed for weeds prior to the mulch going down. A note was received from one of the homeowners concerning the stumps left behind when trees were cut down near their unit. The owner will be contacted with possible alternatives to removing the stumps which can cost between \$300 - \$500 per stump.

○ **Newsletter:**

- The newsletter was either delivered door to door, or mailed to owners, last month.

○ **Parking:**

- Three parking tickets were issued.

○ **Pool:**

- The pool permit has been ordered and paid for. The inspection will be scheduled with Greene County once we are closer to opening the pool. Dana Gang reported that there is possibly a leak in the pool but he feels it is in one of the supply lines and not in the liner of the pool itself. The pool is holding water now that the supply line has been capped so the repair should be minor. The pool will be assessed for painting once the water is clear enough to see the condition of the paint. The pool is usually painted every other year and it was not painted last year

○ **Maintenance Report:**

- Since the spring walk through had to be postponed due to inclement weather it was decided that the complex will be broken up into sections with 2 board members/management members assigned to the sections to do the walk through. Clara will distribute a checklist to the teams to show the items that should be looked at. The teams are also encouraged to note any other items they feel should be addressed by the Board. It was decided that the teams must complete their section walk through and submit the results to the office not later than 5 May 2016.
- Soffit repairs will be done using vinyl.
- One homeowner reports snakes living under their porch. It is believed these snakes are harmless and the homeowner is not concerned. This is one of the porches slated for repair, and the snakes will move out as the weather warms up so the issue should not reoccur.
- Clara will investigate using concrete injection vs replacing concrete foundations where the foundation is failing on several porches, and between the garages at one of the units.

○ **Management Report:**

- The management report was provided to the members of the Board of Trustees and explained.
- Work has begun on replacing the roofs on units 1468 and 1470. 1396 and 1398 are scheduled for replacement.
- There was no apparent roof or tree damage as the result of the most recent wind storms.
- Payment plans are in place for the homeowners that are behind on HOA dues.
- The increase in HOA dues has been received well with only a few homeowners asking why it was necessary.
- Barb noted that we still have 1 outstanding invoice from the Arborist for work that was one in December of 2015. The original bill that was received was incorrect and will be resent by the contractor. The funds to pay this bill was already approved in the 2015 budget and will be paid when received. The 2015 budgeted amount was carried forward to 2016.
- Barb reports that income is running slightly ahead of budget forecast and expenses are running at, or under, budgeted amounts.
- There are no units listed for sale or rent at this time.

- **Social Events:**
  - Lenny Davis has scheduled a dinner get together to be held at the Corner Kitchen (Oregon District) on the 5<sup>th</sup> of May.
- **Unfinished Business:**
  - None
- **New Business:**
  - Clara is investigating the cost of ordering signs to be posted around poo corner identifying it as private property. The Secretary is going to obtain a boundary map from Greene County showing the lot dimensions and boundaries of the land owned by SCHOA.
- **Homeowners concerns:** None.
- The meeting adjourned at 8:47 PM.