

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

Minutes of Regular Board Meeting

December 5, 2017

The December regular meeting of the Board of Trustees was opened at 7:02 PM by the President and adjourned at 8:39 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
 - Rachel Hock – Member at Large
 - **The following members of the management team were present:**
 - Clara Fletcher – Association Manager
 - Barb Henz – Association Bookkeeper
 - **The following owners were present:**
 - Thong Tran Unit 1486
 - Lenny Davis Unit 1470
- **Presidents Opening Remarks:**
 - None
- **Reading of the minutes, October 2017.** The minutes were read by the board and a motion was made to approve the minutes as read.
- **Reports of Officers of the Board:**
 - **President:** Deferred to Committee Reports
 - **Vice President:** Not present
 - **Treasurer:** Deferred to Management Team
 - **Secretary:** No Report
- **Reports of Committees:**
 - **Architecture:**
 - No architecture requests.

- **Landscape:**
 - Dana Gang reported that all the items on the arborists list have been completed with the exception of planting 2 arborvitaes. This may not be done till spring.

- **Maintenance:**
 - One of the lights on the sign facing Sanzon Drive needs repair.
 - 2 chimneys have been refurbished and concrete repairs are done for this year.
 - 5 Buildings have been painted. 1 additional building will be painted this year if the weather permits. If the 6th building is not painted the money will be transferred to the 2018 painting budget.
 - Painting will continue in the spring at the rate of 6 buildings per year.

- **Newsletter/Website:**
 - The newsletter was approved and will be mailed to all homeowners at the same time as the 2018 budget.
 - Clara is going to contact Takisha Martin concerning the website.

- **Parking:**
 - Thong Tran, unit 1486, asked the board for clarification as to who could park in the turn-arounds located adjacent to some of the end units. His concern is he is going to be receiving home health care for a period of time after he has surgery. His home nurse and physical therapist will need to park close to his unit for short periods of time. The board reviewed the parking policy and interpret the policy, as written, to include medical personal as one of the permitted uses of short term parking in the turn-around. Clara is going to notify the residents in the closest units so they will be aware the board has reviewed this request, and allows parking as described above.

- **Pool:**
 - The pool is now closed.

- **Management Report:**
 - The income and expenses report was provided to the members of the Board of Trustees and explained.
 - Clara continues to communicate with, and monitor, the units that are behind in HOA dues.
 - Clara presented the grounds maintenance (lawn care) proposed contract for 2018. The new contract has a slight increase over 2017. The contractor is also willing to lock in the price for 3 years. After discussion the board voted to sign a three year contract for grounds maintenance.

- **Social Events:**
 - Lenny reported that the next social event will be at Old Scratch Pizza on 13 December and he will send out more information.

- **Unfinished Business:**
 - None.

- **New Business:**

- None
- **Homeowners concerns:**
 - There were no homeowner concerns.
- **The 2018 budget was presented and reviewed by the board.**
 - The 2018 budget is a balanced budget and was approved by the board. It will be mailed to all homeowners.
- **The meeting adjourned at 8:39 PM. The next scheduled association meeting will be held on February 6 , 2018**