

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

## **Minutes of Regular Board Meeting**

**March 6, 2018**

The March regular meeting of the Board of Trustees was opened at 7:26 PM by the President and adjourned at 9:20 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 – Vice President
    - Lenny Davis – Treasurer
    - Bill Grosscup – Secretary
    - April Arnold-Daubenspeck – Member at Large
    - Ron Nischwitz – Member at Large
    - 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:**
    - Sally Miller Unit 1419
    - Cassidy Duekett Unit 1378
    - Peggy Dennall Unit 1393
    - Takisha Martin Unit 1432
- **Presidents Opening Remarks:**
  - The president made no opening remarks.
- **Reading of the minutes, February 2018.** The minutes were read by the board and approved as written.
- **Reports of Officers of the Board:**
  - **President:** Deferred to Committee Reports
  - **Vice President:** No Report
  - **Treasurer:** Deferred to Management Team
  - **Secretary:** No Report
- **Reports of Committees:**
  - **Architecture:**
    - No architecture requests.

- **Landscape:**
  - Mulching is almost completed and the Dana will be meeting shortly with the arborist to discuss trees.
  
- **Maintenance:**
  - The sign light at the entrance to Sycamore Creek is awaiting repair.
  - Replacement of the clubhouse HVAC was discussed. The board asked for the quotes to be updated as they were several months old. The board also asked that the quotes be presented in a spreadsheet for so they could be compared. The updated HVAC information will be sent to the board for an electronic vote.
  
- **Newsletter/Website:**
  - It was agreed that the Spring/Summer newsletter would be distributed during the month of May. April is asking anyone that may have an article for the newsletter to please submit it to her.
  - The board is seeking advice on replacing our current website with a simpler and more user friendly version.
  
- **Parking:**
  - Clara reported that there has been a slight increase in parking violations and the offenders are being ticketed.
  
- **Pool:**
  - The pool is now closed. The board discussed the addition of pool steps. The cost, including permits for the construction, is approximately \$12,000. The board asked that the quotes be updated as they are from last year. Once the updated cost is known the board will send a letter to all owners as this expenditure would have to be approved by a majority of the homeowners. Any capital improvement exceeding \$2000, which does not involve repair/replacement, must be approved by the homeowners.
  
- **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. It is possible a lien will have to be filed on Unit 1494 as they are almost \$500 behind in dues.
  - Clara will be contacting our attorney to determine if there is still a possibility of receiving any portion of the past due fees resulting from the foreclosure of Unit 1393. At that point the board will determine if we should write off this amount as uncollectable.
  - Clara gave an update on the water leak in the common area that was our responsibility to repair. The total cost for repair was \$3,600, and that amount was considerably less than expected.
  
- **Social Events:**
  - Lenny Davis is planning a social event to be held at Flyboys Deli, March 22, 6:30pm.

- **Unfinished Business:**
  - The purchase of new furniture for the clubhouse was slated for discussion but was tabled until the next meeting so more information could be obtained.
  
- **New Business:**
  - The following regular meeting dates for established for 2018. April 3 June 5, August 7, October 2, and December 4.
  
- **Homeowners concerns:**
  - April expressed a concern regarding people not policing up after their dogs. The association is going to look at purchasing freestanding poles that would dispense bags for people to use in cleaning up after pets.
  
- **The meeting adjourned at 9:02 PM. The next scheduled association meeting will be held on April 3, 2018. During this meeting the board did adjourn between 7:47 and 8:30 for the purpose of enjoying refreshments with the homeowners.**