

*Sycamore Creek P.U.D. Homeowners' Association
Board of Trustees
Minutes of Regular Board Meeting
August 5, 2003*

The August 2003 regular meeting of the board of trustees opened at 7:10 PM by the President and adjourned at 9:00 PM. The meeting was conducted at the Sycamore Creek Homeowners' Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio 45324.

- Roll call was taken.
 - The following members of the board of trustees were present:
 - President William Ziegler
 - Vice President Judith Halsall
 - Treasurer Dana Gang
 - Secretary Bridget Clark
 - Member-at-Large Thong Tran
 - The following members of the management team were present:
 - Office Manager Clara Fletcher
 - Financial/Legal Manager Robert Halsall
 - The following owners/renters were present:
 - Rita Ziegler (1466)
- President's Opening Remarks: The President had no opening remarks at this meeting.
- Reading of the minutes, July 8, 2003. Minutes were read and approved.
- Reports of Officers of the board:
 1. Treasurer: Deferred to the Management Report
 2. Secretary: Deferred to the Management Report
- Reports of Committees:
 1. Architecture:
 - 1470 submitted a request for the construction of a deck. The request was approved as submitted.
 - 1446 submitted a request for the replacement of her upstairs windows and a separate request for the replacement of her garage door. Both requests were approved subject to Clara Fletcher obtaining pictures from the owner that more clearly define the styles to be installed. Pictures were subsequently provided and proven to comply with association criteria.
 2. Landscape: Nothing reported.
 3. Newsletter: The fall edition of the newsletter is being prepared and should be ready for distribution in mid to late September 2003.
 4. Pool: It was reported that there is a small leak in the pool, but not sufficient to warrant closing the pool. The leak will be looked at after the pool is closed this

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fall. There is a minor problem with checking the pool during the mid portion of the day. This will have to be managed better next year.

5. Parking: Nothing reported.
 6. Social Events: There will be a dinner at the Melting Pot in Cincinnati later this month or early September. This is for anyone who is interested in joining. Everyone will pay for his or her own dinner.
- Management Report: The management report was explained and is attached to these minutes.
 - Unfinished Business:
 - Legal Actions:
 - Status of court case Nr. 2003CV0233 (Greene County Common Pleas Court) concerning a resident and SCHOA. The plaintiff failed to answer the court on our petition to dismiss the case. The association attorney reports that the Judge is preparing the necessary release.
 - Sheriff's sale of 1352. The case against 1352 for the Sheriff's sale is being reviewed with the intent on having the sale reopened. The successful bidder is still interested in the sale and the sale should go forward.
 - Greene County Property Taxes. The association attorney is preparing the legal action regarding this issue.
 - Small Claims Court Action against 1480. A judgment was obtained in small claims court against the owner of 1480. Efforts are being made to collect on the judgment.
 - Drainage issues (Status). The start of repairs has been delayed due to the wet weather. Work will start as soon as the weather permits. A follow-up call will be made to the contractor to determine a new work schedule.
 - Chimney inspections/repairs. Four chimneys have been tuck pointed and weather sealed. This month, a fifth chimney will be completed. More chimneys will be done as funds are identified.
 - New resident package. It was reported that packages are provided to new owners/renters as they move into the development.
 - Termite activity 1425. Repairs are being made to correct the termite damage to 1425. The cost of this maintenance will be forwarded to Orkin for possible payment.
 - Patio/fence at 1449. It was reported that the owner of 1449 has made arrangements with her contractor to have that portion of the fence that is in violation removed. The removed fence will be reinstalled in the correct location with it can be fitted into the contractors schedule.
 - Capital Improvement Account. A new savings account was opened at Provident Bank for segregating the capital improvement funds.

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- New fee being added for extra efforts required preparing for closing after a unit has been sold. A new fee of \$35.00 is being added to the policy on fees to cover the added cost caused by the sale of a unit. This new fee will be effective the first of September 2003 for any unit placed on the market for sale after that date. The extra efforts are such things as the preparation of and forwarding of insurance documentation, financial records, HUD documentation and homeowner's association certification form 921 to mortgage companies and title companies as they prepare for closing.
- New Business:
 1. Letter dated July 8, 2003 from a resident addressing his requests for copies of Board meeting minutes for May and June 2003, and landscaping plans mentioned in court, and complaints of a unit having a gas grill in his garage. The issue of the May and June Board meeting minutes were previously satisfied. The landscaping plan is a living document that changes from time to time. A copy will be made available upon receipt of payment at \$1.00 per page.
 2. Warning of Violation from the City of Fairborn. It was noted that it cost the association \$300.00 to have the dead bushes and branches removed from the ravine at the back end of pooh corner. This area has been used for dumping of such items over the past fifteen years and was being used as a natural habitat for the wildlife in the area. This dumping of dead branches and bushes was however in violation of city ordinances and the association was directed by the City of Fairborn to have it removed after receiving a formal complaint from Mr. William Lyons of 1468 Sanzon Drive. No further dumping of this type item is permitted on SCHOA property.
 3. Proxy status. It was noted that there are currently 57 proxies on file.
 4. Power washer. Because of the issue of liability claims from potential damage or injury caused by improper use, the association power washer was sold. Anyone having a need for power washing can contact the association maintenance representative who has access to power washers. Such work will be on a contract basis between the owner and the maintenance person.
- Announcements: There were no announcements made at this meeting.
- Homeowner's Concern(s): It was noted by the owner of 1487 that she has termites next to her building. Clara Fletcher will notify Orkin for inspection. The tree next to 1374 needs to be replaced. A contract will be obtained for that work. The bushes next to 1372 need to be trimmed.
- Adjournment.

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Minutes accepted by the board of trustees at their regular meeting on September 9, 2003.

William Ziegler
President