

*Sycamore Creek Homeowners' Association  
Board of Trustees  
Minutes of Regular Board Meeting  
March 4, 2003*

The March 2003 regular meeting of the board of trustees opened at 7:00PM by the President and adjourned at 8:30PM. The meeting was conducted at the Sycamore Creek Homeowners' Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio 45324.

- Roll Call was taken.
  1. 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 Steve Houtchen
    - Member-at-Large Thong Tran was not present and was excused
    - One vacancy exists on the board
  2. The following members of the management team were present:
    - Office Manager Clara Fletcher
    - Financial/Legal Manager Robert Halsall
  3. The following owners/renters were present:
    - Rita Ziegler (1466), No other owners or residents were in attendance.

The President opened the meeting with comments concerning the spring walk-about scheduled for April 26, 2003. Coffee and donuts will be served at 9:00AM and the walk-about will start at 9:30AM. Those who desire to participate are invited to a brunch at First Watch following the walk-about. The brunch is a pay your own way function. The president also informed the board that the Governor declared Greene County, Ohio as a disaster area following the snow/ice storm of February 14-22, 2003.

- Reading of the minutes: The minutes of the February 25, 2003 special meeting were read. A motion was made by Judy Halsall to accept the minutes as presented and seconded by Dana Gang. The motion was unanimously approved.
- Reports of Officers of the board:
  1. Treasurer: No report (See management report)
  2. Secretary: No report (See management report)
- Reports of Committees:
  1. Architecture: No report
  2. Landscape: No Report

3. Newsletter: A draft copy of the spring newsletter was provided to the board. It was decided to include the names and address of all new residents to Sycamore Creek.
  4. Pool: It appears that Jennifer and Rich Kochaney will participate in pool maintenance this summer. Clara will fill-in where necessary, but we still need an additional person to help with the pool. Bill Ziegler and Dana Gang will check with some contacts they have regarding pool service. A decision is needed at the April meeting.
  5. Parking: It was reported that the inoperative van at 1352 was still causing a problem with entry to 1350. A motion was made by Judy Halsall to send the owner of 1352 one final letter prior to having it towed. Bill Ziegler seconded the motion.
  6. Social Events: The spring walk-about was mentioned again.
- Management Report: The management report is attached to these minutes. In summary, income received this month is as follows: Regular assessments \$7,835.43, special assessments \$885.00, late fees \$25.00, interest (from units) \$0.80, interest (Provident Bank) \$14.93, clubhouse rental \$25.00 for a total of \$8,746.23. Total expenditures were \$14,923.98. Funds on hand are: General operating funds \$4,220.40, capital improvement funds \$7,300.00, clubhouse rental funds \$425.00, and Undeposited funds \$891.00. Total funds available \$13,727.40. There were nine (9) units in arrears on association fees. No liens were filed this month. The total of liens on file is 5. There were four (4) units on the market for sale this month and two (2) units were sold. There was one unit for rent and one unit was rented. One new owner/tenant agreement was received. Details of all communications are in the attached management report. It was requested that the financial report be changed to reflect year to date v. budget. It was suggested by the president that we file a claim with the City of Fairborn, Board of Adjudication, to try and recover some of the water cost for when we had the water leak in the bathrooms. Cost of filing such a claim is \$25.00, which is returned if we show up at the hearing. A motion was made by Bill Ziegler and seconded by Dana Gang. The motion passed.
- Unfinished Business:
    1. Status of court case 02CVI01021 an owner v. Sycamore Creek HOA in Fairborn Municipal Court. It was reported that the case is scheduled for trial on March 7, 2003. William Ziegler (president) and Robert Halsall (association management), Thong Tran (member-at-large) will be in attendance along with counsel Charles Allbery III.
    2. Greene County Property Taxes. It was reported that Greene County has not yet provided SCHOA with a revised tax bill. The tax payment is being held pending receipt of the revised bill. This bill may have to be paid as is if a revised bill is not received prior to the due date. Adjustments could be made later.
    3. Changing of towing companies. Management has not been able to get with Jim Wooten of Thomas' Towing. Efforts will continue.

4. Spring walk-about. No changes. The walk-about will take place on Saturday, April 26, 2003. Coffee and donuts will be served prior to the walk-about and brunch for those who wish to participate will follow at First Watch.
  5. Concrete replacement. Dana Gang spoke with Lee Shallhaas regarding the schedule for this summer. Mr. Shallhaas desires to do our repairs early in the season. Lee, along with the assistance of Dana Gang, will visit SCHOA Wednesday, March 05, 2003 to identify problem areas needing repair. Repair may start within the next week or two.
  6. Outside painting. We are still waiting for a proposal from Ken Sizemore, Jr.
  7. Drainage issues. Letters were sent to all units having drainage issues. We are still waiting to hear from Mr. Paine regarding the schedule to do an evaluation of our development. Dana Gang will follow-up with Mr. Paine.
- New Business:
    1. Letter dated February 8, 2003 from a resident complaining about a person urinating from the front porch of another unit. A letter was forwarded to the owner of the unit requesting that this practice stop. The board advised that no further action is required.
    2. A second letter dated February 8, 2003 was received from the same unit forwarding his monthly list of complaints to the board. A letter acknowledging receipt was sent to the owner. The board advised that no further action is required.
  - Announcements: There were no announcements.
  - Homeowner's Concern(s): There was no homeowner concerns provided.
  - Adjournment. There being no further business, the meeting was adjourned.

Respectfully submitted:

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Secretary

Minutes Accepted:

\_\_\_\_\_  
President – Date: \_\_\_\_\_

