

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

*Minutes of Regular Board Meeting
September 9, 2003*

The September 2003 regular meeting of the board of trustees opened at 7:05 PM by the President and adjourned at 9:30 PM. 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 Thong Tran
 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), Sandra Myers (1464), Sally Miller (1419) and Pamela Ashbaugh (1481)

- President's Opening Remarks: Thanks were extended to all that participated in the arbitration session between 1487 and 1485 Sanzon Drive on September 8, 2003.
- Reading of the minutes, August 5, 2003. Minutes were read and approved as corrected.
- 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: Sally Miller of 1419 Sanzon Drive gave a presentation on expanding the front steps of units in the development. It was reported that for some people the step is too narrow and may cause falls and injuries. Cost data was presented for a range of units to be corrected (\$150.00 - \$350.00). It was requested that an additional cost bid be obtained from the association contractor, Lee Shellhaus. It was also determined that the city building inspectors should be contacted to determine the city code requirements. Should this be approved, it would be at the owner's expense.
 2. Landscape: No report given.
 3. Newsletter: The fall newsletter is in final draft and should be distributed about September 12th.
 4. Pool: It was reported that the pool was officially closed for the season on September 7, 2003. Steve Helsinger was contacted to winterize the pool.
 5. Parking: One vehicle was towed from 1485 and citations were issued to 1402 and 1486.

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6. Social Events: Refreshments for the annual meeting will not exceed \$50.00. Pizza and soft drinks will be provided. Pam Ashbaugh of 1481 will assist in this effort.
- Management Report: The management report was provided to the members of the board of trustees and explained.
- Unfinished Business:
 1. Legal Actions:
 - Following are the current legal issues being worked. An update status was not possible as the association attorney was not available to provide current status before this meeting.
 - i. Status of court case Nr. 2003CV0233 (Greene County Common Pleas Court) concerning a resident and SCHOA.
 - ii. Sheriff's sale of 1352
 - iii. Greene County Property Taxes.
 2. Drainage issues. The contractor marked areas identified for repair. Work is to be completed within the next few days.
 3. Patio/fence at 1449 Sanzon. The violation at 1449 with the patio fence has been corrected.
 4. Vacant Board Position. The vacant board position was discussed and tabled until the annual meeting in October.
- New Business:
 1. Two letters from a resident addressing his monthly list of complaints and demands were addressed. It was determined that the association attorney would be contacted to see if it is necessary to respond to this type of monthly harassment and what actions, if any, can be taken to stop this.
 2. Request from 1448 to have her bushes replaced or permission to do it herself. The board determined that funds were not available for replacement of any additional bushes this year. However, the owner may do this at her own expense if she wants to do that.
 3. Party at 1485 Sanzon on August 8, 2003 and resulting actions (Arbitration September 8, 2003). An update on the arbitration between 1487 and 1485 was provided.
 4. Landscape contract renewal/replacement. The proposed landscape contract renewal with Tangeman and Sons was approved.
 5. Management contract renewal/replacement. The proposed contract renewal was reviewed and tabled until the November meeting.
 6. Proposed budget for 2004. The proposed budget for 2004 was presented and will be revised and finalized after the end of the year when final cost figures are known.
- Announcements: There were no additional announcements.
- Homeowner's Concern(s): There were no homeowner's concerns presented.
- Adjournment.

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

William Ziegler
President