

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

## Minutes of Regular Board Meeting

August 7, 2007

The August regular meeting of the Board of Trustees opened at 7:02 PM by the President and adjourned at 8:45M. The meeting was conducted at the Sycamore Creek PUD Homeowners' Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio 45324.

### o Roll Call was taken:

#### o The following members of the Board of Trustees were present:

- o President William Ziegler
- o Vice President Judith Halsall
- o Secretary Douglas Raiford
- o Treasurer Hobert Hall
- o Member-at-Large Ron Nischwitz
- o Member-at-Large Pat Zimmerman

#### o The following members of the management team were present:

- o Financial/Legal Manager Robert Halsall
- o Office Manager Clara Fletcher

#### o The following owners/renters were present:

- o Pennie Atkins (1464)
- o Rita Ziegler (1466)
- o Thong Tran (1486)
- o Meloney Hall (1424)
- o Dana Gang (1439)

### o Reading of the minutes, June 5, 2007. The minutes were approved as read.

### o Reports of Officers of the Board:

- o **Treasurer:** Deferred to the Management Report
- o **Secretary:** Deferred to the Management Report

### o Reports of Committees:

#### o **Architecture** : (R. Halsall)

- o Trim painting status: will complete mid-August.
- o Power washing: one remaining.

#### o **Landscape**: (R. Halsall)

- o Tree trimming complete.
- o Landscaping around sign:
  - Meloney Hall (1424) gave report on “do-it-yourself” version. Board liked the bulk of the proposed landscaping, but asked for additional research into using evergreens around the solar panels so they will remain hidden during the winter.
  - No professional proposal obtained yet. Management will try to acquire by next meeting.
  - Management will also ask our landscapers if we can acquire materials (for “do-it-yourself” version) through them.

- **Newsletter:** (T. Tran)
  - First draft of fall newsletter handed-out to board. It will be mailed-out in late September so any comments must be delivered by next meeting.
- **Pool** (D. Gang)
  - A tiny leak was noticed in pump room and possible approach to repair is being investigated.
  - The attachment on the side of the pool to which the rope attaches was broken. It has been replaced.
- **Parking:** (T. Tran)
  - One warning was given-out.
- **Social events:** (Pat Zimmerman)
  - Cook out is scheduled for August 25<sup>th</sup> (it was subsequently cancelled due to a lack of participation [no RSVPs]).
- **Management Report:** The management report was provided to, and reviewed by the members of the Board of Trustees.
- **Unfinished Business:**
  - Legal Review:
    - Garnishment of salary has been initiated against the owner of the unit that was foreclosed on and had no takers at the Sheriff's sale.
    - Lien filed against another unit that is in arrears.
    - Foreclosure action has been initiated against another unit that is in arrears. Lien previously filed.
  - Tennis court repair: A bid was obtained (Wilhoit Fencing) to raise the fence to same level all the way around, along with placing lock on gate. Cost was ~\$5,000. This is above the previously agreed-upon threshold of \$4,000 for going forward without returning to the Board for approval. Board decided to postpone tennis court improvement until a future date when there are fewer issues (such as roof repairs, etc.) placing demands on the budget.
  - Damage/theft of one of the panels for entry sign lighting: Board voted to repair and replace the assembly with an upper limit of \$500 (a cost exceeding \$500 will require another Board approval).
  - Roof repair and venting issues:
    - Roofing ventilation specialist visited the complex and recommendation using turbo-fans in our situation. Adding gable vent would not provide the required cross-ventilation. Board approved installing trial turbo-fan vents on the next roofs to be repaired. The home owners will be asked to install provided thermometers in attic so that temperatures can be tracked before and after (to determine if it truly improved air-flow. Once installed we will continue monitoring along with a similarly situated unit so we will have side-by-side comparison data.
  - Next month's meeting will be pushed-back one week (to the 11<sup>th</sup>) due to Labor Day holiday.

**New Business:**

- Letter from the owner of 1468 Sanzon Drive dated June 26, 2007
  - The issues presented were addressed previously.
  - In the May meeting the board began the process of looking-into additional boulders to protect grassy corners from over-driving by careless drivers. Pricing was going to be re-investigated. That exercise is still in progress.

○ **Adjournment**

Minutes accepted by the Board of Trustees at their regular meeting on October 2, 2007

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William Ziegler

President

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