

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

Minutes of Regular Board Meeting

December 4, 2007

The December regular meeting of the Board of Trustees opened at 7:01 PM by the President and adjourned at 8:06 PM. 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 Christine O'Dell
- 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 Meloney Hall (1424)
- o Thong Tran (1486)
- o Dana Gang (1439)
- o Rita Ziegler (1466)

o **Reading of the minutes, November 6, 2007.** The minutes were approved as written.

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 The porch lights at the clubhouse (both front and back) have been replaced with the new approved carriage lights.

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

- o The security light next to 1459 was stolen. A replacement fixture and globe were purchased and are ready for installation.

o **Newsletter:** (T. Tran)

- o A draft of the winter newsletter was passed-out to the board for review. Any comments should be returned by December 13th.

o **Parking:** (T. Tran)

- o Nothing to report.

o **Social events:** (Pat Zimmerman)

- o A reminder that a dinner outing is planned for December 13, 7:00PM, at the Brio Tuscan Grille at the Greene.

- **Management Report:** The management report was provided to, and reviewed by the members of the Board of Trustees.
- **Unfinished Business:**
 - Legal Review:
 - The homeowner's association took one of the owners (currently in foreclosure) to court to have the owner answer debtor questions. The owner has agreed to a repayment plan and has begun making payments. The repayment plan is being prepared by our attorney.
 - Foreclosure action has been initiated against another unit that is in arrears. The lien is on file. The owner has agreed to a repayment plan. It is being worked by our attorney.
 - The third unit that was under foreclosure was in default of the agreed-upon repayment plan. This account is back in the hands of our attorney for appropriate action under the terms of the agreement. Payments are being made again.
- **New Business:**
 - Emergency Plan Discussion (Tran):
 - A disaster preparedness plan and an evacuation plan were distributed to the board for examination. Comments should be submitted within two weeks. It was proposed that they be posted on the SCHOA web site and included in the welcome package. An additional component to the emergency plan is being worked on and will be discussed at a future meeting. Its purpose will be to enable timely communications to homeowners (e.g. through the use of a phone tree).
 - Letter from 1468 Sanzon Drive dated November 27, 2007. All issues presented in the letter have been addressed previously. No action is planned.
 - The social coordinator will ensure snacks are available at the annual meeting (\$50 budget was approved).
- **Homeowner Concerns**
 - A board member requested that an agenda item be reserved for the annual, or subsequent monthly, meeting to discuss formally setting aside funds for the tennis court.
 - A homeowner pointed-out some discrepancies in unit trim painting (black letters and hardware on garage door). Management will investigate.
 - A board member indicated that a unit had built a large fire on their deck (very close to the siding) and then carried-out dangerous actions such as leaping over the open flames. A letter will be drafted explaining the fire code and the dangerousness of such actions.
- **Adjournment**

Minutes accepted by the Board of Trustees at their regular meeting on January 8, 2008

William Ziegler

President

Filename: Meeting_December_4_2007_Minutes.doc
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Keywords:
Comments:
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Last Saved On: 1/1/2008 5:43:00 PM
Last Saved By: Doug Raiford
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As of Last Complete Printing
Number of Pages: 3
Number of Words: 600 (approx.)
Number of Characters: 3,426 (approx.)