

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

Minutes of Regular Board Meeting

May 6, 2008

The May regular meeting of the Board of Trustees opened at 7:00 PM by the President and adjourned at 8:15 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 Member-at-Large Christine O'Dell
- o Member-at-Large Pat Zimmerman
- o Member-at-Large Ron Nischwitz

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 Rita Ziegler (1466)
- o Thong Tran (1486)
- o Dana Gang (1439)

o **Reading of the minutes, April 1, 2008.** The minutes were approved as amended.

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 Roof repairs proceeding on schedule.
- o Trim painting to begin soon. This will complete trim painting project for the entire complex. The next cycle will begin in two years at which point it will have been five years since the trim on the first units will have been painted.

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

- o Bush replacement to begin in next few weeks. This set of bush replacements will be the final installment in the chimney-bush replacement project.

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

- o Summer newsletter handed-out to board. Any comments or corrections will need to be returned by June 21.

o **Pool:** (D. Gang)

- o License fee for the current year has been paid.
- o An inspection will be scheduled prior to the pool opening.

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

- o Several warnings were distributed.

- **Social Events:** (P. Zimmerman)
 - Plans for a dinner are being made for 7:00 PM on the 22nd of May (with the 29th as a rain date). When the location is known an email will be sent to all participants.
- **Management Report:** The management report was provided to, and reviewed by the members of the Board of Trustees.
- **Unfinished Business:**
 - Tennis court survey
 - The majority of the surveys indicated that repairs were wanted and that the preferred method of payment would be a special assessment.
 - The previously contacted companies will be re-contacted and asked for updated bids.
 - Based upon the findings of the bid process, a decision on an amount and the timing for any special assessment will be made by the board of trustees. A notice to the homeowners will likely go out by the end of June.
 - The need for an increase in monthly dues
 - The possibility of an increase in monthly installments was discussed.
 - The need for such an increase has resulted, in part, from the unanticipated extra yearly costs incurred as a result of roof underlayment failures, and inflation in general.
 - Budgetary issues will be examined in the coming weeks and a decision on any increase for 2009 will be made in time for notification of homeowners.
 - Disaster plan:
 - A proposed information packet regarding actions to be taken by homeowners in the event of a natural disaster was dispersed to the board of trustees.
 - Once approved, the intention is to make the information available via the SCHOA website or may be obtained from management. The information will also be made a part of the welcome package.
 - Comments must be submitted before the next monthly meeting.
- **New Business:**
 - Letter from 1468 Sanzon Drive dated April 28, 2008. All issues were previously addressed in various correspondences. No action will be taken.
- **Homeowner Concerns**
 - A homeowner reported a bee's nest on one of the units. Maintenance will deal with the issue.
 - A homeowner reported a noticeably reduced monthly utility bill after the installation of the turbine air vents.
 - A homeowner requested that raccoons be trapped to prevent them from getting into trash bags left out overnight. The owner will be asked to employ the use of a lidded trash can to remove incentive for the raccoons to remain in the area.
- **Adjournment**

Minutes accepted by the Board of Trustees at their regular meeting on June 3, 2008

William Ziegler

President

Filename: Meeting_May_6_2008_Minutes.doc
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Author: Robert Halsall
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Last Saved On: 5/8/2008 5:05:00 PM
Last Saved By: Doug Raiford
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