

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

Minutes of Regular Board Meeting

October 4, 2016

The October regular meeting of the Board of Trustees was opened at 7:05 PM by the President and adjourned at 7:53 PM. The meeting was conducted at the Sycamore Creek PUD Homeowners' Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio 45324.

- **Roll Call was taken:**
 - **The following members of the Board of Trustees were present:**
 - Dana Gang – President
 - Takisha Martin – Vice President
 - Judy Halsall – Treasurer
 - April Arnold-Daubenspeck – Member at Large
 - Ron Nischwitz – Member at Large
 - Bill Grosscup – Secretary
 - **The following members of the management team were present:**
 - Clara Fletcher – Association Manager
 - **The following owners were present:**
 - Thong Tran 1484
- **Presidents Opening Remarks:**
 - There were no opening remarks and the board immediately proceeded to the reading of the minutes.
- **Reading of the minutes, August 2016.** The minutes were approved.
- **Reports of Officers of the Board:**
 - **President:** Deferred to Committee Reports
 - **Vice President:** No Report
 - **Treasurer:** Deferred to Management Team
 - **Secretary:** No Report
- **Reports of Committees:**
 - **Architecture:**
 - Options, and cost, for replacing soffit were discussed. Clara is getting quotes for painting trim. Painting would likely happen in the spring.
 - **Landscape:**
 - The Ash trees will be treated soon. There is one tree stump that will be “reground” at no charge as it is still sticking up above the ground. Two trees are being replaced, at no charge, as they are still under warranty and dying.

- **Newsletter:**
 - The newsletter will go out towards the end of October. It will include the date for our annual meeting, 7 March 2017. At that time two board position will be up for election, Secretary, and one member-at-large.

- **Parking:**
 - Two parking ticket were issued, but the improper parking continues. Clara is going to visit the units responsible for the improper parking.

- **Pool:**
 - The pool is closed. Now that the pumps have been shut off there is a possible leak and it will be investigated.

- **Management Report:**
 - The management report was provided to the members of the Board of Trustees and explained.
 - Management is in the process of getting insurance quotes. One has been received and two more are expected. Once all the quotes are received they will be sent to the board members for review and comparison/discussion.
 - There is one roof section remaining to be replaced and will be scheduled.
 - There are 58 sidewalk sections that can be repaired using the hydraulic injection method. The approximate cost is \$3980 and is available due to saving on regular concrete work. If the work cannot be accomplished this year the amount will carry over to next year's budget.
 - The pool operating expenses were slightly over budget, but the pool was used extensively this past season and the board members agreed it was worth the extra expense.
 - Management staff is looking into alternatives for our current maintenance program.
 - Takisha Martin has investigated the cost of our internet service and it is the lowest rate currently available.

- **Social Events:**
 - Lenny will send out an email about the next social event.

- **Unfinished Business:**
 - Residents that do not wish to have the large trash cans have been contacting the City of Fairborn to have them picked up. A flyer, with instructions and options for trash cans, was attached to each unit's door last week.

- **New Business:**
 - No new business.

- **Homeowners concerns:**
 - Judy Halsall asked if the complex has been inspected for termites this year and Clara responded that it has.
 - The garage door at 1480 is in desperate need of painting. This has been brought to the homeowner's attention several times. The board authorized management to have the door painted and bill the homeowner.

- **The meeting adjourned at 7:53 PM. The next scheduled board meeting is November 1st, 2016.**