

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

*Minutes of Regular Board Meeting  
May 4, 2004*

The May 2004 regular meeting of the board of trustees opened at 7:13 PM by the President and adjourned at 9:25 PM. The meeting was conducted at the Sycamore Creek Homeowners' Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio 45324.

- Roll Call was taken.
  - The following members of the board of trustees were present:
    - President William Ziegler
    - Vice President Judith Halsall
    - Treasurer Dana Gang
    - Secretary Thong Tran
    - Member-at-Large Sheila Mosley
  - The following members of the management team were present:
    - Office Manager Clara Fletcher
    - Financial/Legal Manager Robert Halsall
  - The following owners/renters were present:
    - Susan Plano (1398)
    - Rita Ziegler (1466)
  
- President's Opening Remarks: None
  
- Reading of the minutes, April 6, 2004. Minutes were read and approved as presented.
  
- 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: (1) A request was received from 1436 requesting permission to replace Garage door. (2) A request was received from 1436 to complete the patio fence. (3) A request was received from 1502 to replace the boarder around the established flowerbeds. (4) A request was received from 1454 to install a skylight in her attic. The board approved all four requests for changes.
  2. Landscape: The board approved the additional bush replacement at 1454, 1456, and 1458 for this year.
  3. Newsletter: A draft of the summer newsletter was distributed to members of the board for review. Articles for inclusion should be submitted to the editor by the next board meeting scheduled for June 1, 2004. The summer newsletter is scheduled to be distributed on the first day of summer.
  4. Pool: The process of opening the pool for the season was started. The pool is being drained and cleaned. Painting should start in the next few days. The application for the operating license has been submitted to the county.

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5. Parking: Vehicles parked in violation of association policy at 1418 Sanzon have been issued parking violation notices.
  6. Social Events: The spring walk through that took place on April 24, 2004 was discussed. Overall the development is showing signs of improvement over past years. The President appointed a new Social Committee Chairperson. The new Chairperson is Susan Plano. We welcome Susan to the committee.
  7. 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:
      - i. Status of court case Nr. 2003CV0233 (Greene County Common Pleas Court) concerning a past resident and SCHOA. Pending response from past resident.
      - ii. Sheriff's sale of 1352. Efforts being made for a motion to be made to the courts to have the sheriff's sale decision overturned so that the sale can proceed.
      - iii. Greene County Property Taxes. No updates available
    2. Rewriting of the Declarations of Covenants Status: The effort is in progress. New legislation has been approved by the State Assembly and will go into affect on July 20, 2004. The current Declarations will be amended to make SCHOA in compliance with the changes in the law.
  - New Business:
    1. Letters from 1468 dated March 9, 2004 and April 1, 2004 were again discussed at this meeting after the board members had an opportunity to review them. It was determined by the board that no further response is required. The board reviewed a letter from 1468 dated April 29, 2004. A reply is directed explaining the issue of committee selection. No further response is required.
    2. Repairs to the tennis court: It was determined that in-house temporary repairs will be made to the tennis court.
    3. The issue of additional concrete work was discussed and it was determined that additional work should be done later this year in two areas with crumbling concrete subject to availability of the contractor. A cold patch repair was elected as a temporary fix to an area next to 1378.
    4. The issue of drainage repairs was discussed and two of the remaining areas identified earlier will be scheduled for later this summer, subject to availability of the contractor.
    5. CAI legal seminar. A legal seminar was attended by one member of management and one member of the board to learn about the changes to Ohio Laws as they pertain to condominium associations. The board also approved the attendance of two persons at the next seminar. Attendees will be identified at a later date.

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6. Office Hours. There was a discussion on the office hours that explained that the hours of operation are established as being general in nature. Managers on duty are required to also conduct outside inspections of the development, make deposits at the bank, purchase supplies, attend meetings, etc. These are sometimes necessary during established office hours. A telephone number is listed where residents may call, leave a message, and establish a meeting at a compatible time for both parties. All residents should also be aware that for every hour spent in the office, at least 5 hours are expended away from the office conducting association business each week.
  7. Because of new laws in the state of Ohio, the interest rate for late accounts has been decreased from 18% APR to 10% APR. Late fees have been increased from \$15.00 per event to \$25.00. These changes become effective immediately.
- Announcements: None
  - Homeowner's Concern(s): The owner of 1462 wishes to have her step replaced the next time it is convenient for the contractor.
  - Adjournment.

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Minutes accepted by the board of trustees at their regular meeting on April 6, 2004.

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William Ziegler  
President