

Sycamore Creek P.U.D, Homeowner's Association

Board of Trustees Meeting

Minutes of Trustees Meeting

September 11, 2012

The September regular meeting of the Board of Trustees opened at 7:00 PM by the President and adjourned at 9:29 PM. The meeting was conducted at the Sycamore Creek PUD Homeowner's Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio, 45324.

- **Attendees**
- President William Ziegler
- Treasurer Judy Halsall
- Member-at-Large Ron Nischwitz
- Secretary- Pat Zimmerman
- Member-at-Large Lenny Davis
- Office Manager Clara Fletcher + Bookkeeper
- Vice-President Rohin Kasudia
- Member-at-Large Takisha Martin
- **The following owners/renters were present**
- Thong Tran, 1486
- Rita Ziegler, 1466
- Dana Gang, 1439

The new Bookkeeper/Accountant was introduced by Clara Fletcher. Then, Father Ed Burns (WSU Chaplain/Sycamore Creek resident) conducted a moment of silence in honor of 9/11/2001.

- **President's Opening Remarks**
The President thanked the chaplain and everyone for their attendance
- **Reading of the minutes** (minutes were not available from the previous meeting).
- **Reports of Officers of the Board:**
Secretary: Deferred to management report
Treasurer: Deferred to management report
- **Reports of Committees:**

- **Newsletter**

The newsletter will now be published semi-annually. The next issue will be dedicated to Bob Halsall and changes will need to be in by 9-18-12.

- **Pool**

The CLOSED sign has been placed on the pool gate. The vertical lock will not be used until the keys are found. The coke machine has been emptied and will be removed on 9-12-12.

- **Parking**

Judy mentioned that the handicap ramp near the entrance to her driveway is frequently blocked by parked cars. It was stated that since the curb there is not painted yellow, that it is not restricted. She also mentioned that tenants have been parking on the access drive to her section. This will be monitored. The painting issue will be referred to the city for their attention

- **Social Events**

The committee chair will come up with an idea by the next meeting.

- **Management Report**

There are currently four units for sale. None were sold but two have been rented. The clubhouse was used three times. Past due letters were sent out. She thanked everyone for their help in doing the things Bob used to take care of.

- **Financial Report**

The balances for the checking and savings account were discussed and the bookkeeper stated we are on track with the current budget and the president will work with the bookkeeper to set up a budget (for 2013) for the BOT to review.

- **Unfinished Business**

None

- **New Business**

Established OPR for landscaping, snow removal, roofs, trees, new unit numbers, cleaning of units, and exterior painting.

Meeting adjourned at 9:20pm