

# In Touch

Winter 2004



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**The Newsletter of the Sycamore Creek Homeowners' Association (SCHOA), Inc.**

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## Summary of SCHOA's Annual Meeting

The annual homeowner's meeting was held on October 7, 2003 at the clubhouse. We had over 51% people represented in person or by proxy (a minimum of 51 was needed to hold the meeting). Board members and members at large were introduced and the meeting began. The minutes from the homeowner's meeting in 2002 were reviewed and accepted. Major events of the past year were highlighted by SCHOA president, Mr. William Ziegler. Immediately afterward, Mr. Dave Martin, Mr. Bob Halsall and Ms. Clara Fletcher were recognized and awarded by the Board of Trustees for their outstanding contribution for the betterment of SCHOA (*See more detail on Page 2*).

There were four open positions on the board, four nominations were submitted for vote by homeowners and proxy representatives at the meeting. The elected board members for 2004-2006 were Mr. Dana Gang, Ms. Sheila Moseley, Mr. Thong Tran and Dr. Ted Murdock. The board members and committee members volunteer their time, and everyone thanks them for their dedication.

The annual meeting ended with no major homeowners concern. The regular monthly business meeting took place immediately afterwards. The current 2003 Board of Trustees voted to have Dr. Ted Murdock serve the remaining two months of an open board position. Afterward, the full board members including all the newly elected members voted to retain current officers for 2004.

The President of SCHOA approved Ms. Pam Ashbaugh as volunteer to serve as a chairperson for the social events committee along with other volunteered homeowners. Also, Mr. William Ziegler expressed an interest in spearheading a By-Laws committee. This committee will be tasked to update the SCHOA's By-Laws to reflect a changing society, emerging technology and to make the text plain and simple. More information and discussion to come in the meeting minutes of subsequent monthly board meetings.

## A Message From The President



*To the residents of SCHOA:*

Well, here we are at another holiday season.

*Mr. William Ziegler*

Please take time to reflect on the past year and remember the men/women that can't enjoy the holidays with their families. Enjoy the season, be safe and we'll talk to you next year.

Sincerely,

## Merry Xmas & Happy New Year

The Board of Trustees wishes everyone at SCHOA a very merry Christmas and a great new year. Please eat and drink responsibly, drive carefully and take care of yourself and your neighbor.

## Editor's Comment

*In this edition of the In Touch Newsletter attempts are being made to highlight and discuss some of the more important issues affecting our community. Also, due the cost and labor, this newsletter is published in black and white. Thank you for your comments and have a merry christmas and a happy new year!*

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## Board of Trustees

- Mr. William Ziegler, President*
- Mrs. Judy Halsall, Vice-President*
- Mr. Dana Gang, Treasurer*
- Ms. Bridget Clark, Secretary*
- Mr. Thong Tran, Member-at-Large*
- Ms. Sheila Moseley, Member-at-Large*
- Dr. Ted Murdock, Member-at-Large*
- Newsletter Editor— Mr. Thong Tran*

Articles provided by: *Mr. William Ziegler, Mr. Bob Halsall, Mrs. Judy Halsall, Ms. Bridget Clark, Mr. Thong Tran*

## Neighborhood News

Welcome to Sycamore Creek,

The Board welcomes all new owners and renters to Sycamore Creek! We encourage you to attend the monthly meeting (the first Tuesday of every month) and become involved.

- **Volunteers.** From time to time volunteers are needed to serve on various committees such as social events, landscaping, etc. You need not be a member of the Board or unit owner to volunteer. Please let the Board know at the regular monthly meeting.
- The Board of Trustees recognized and awarded to Mr. Dave Martin for his long and outstanding service as SCHOA's Maintenance Manager at the 2003 Annual meeting.



- The Board recognized and awarded to Ms. Clara Fletcher for her contributions to the betterment of SCHOA for many, many years as the SCHOA's day-to-day office manager.



- Lastly, at the annual meeting, the Board recognized and awarded to Mr. Bob Halsall for his outstanding contribution as SCHOA's legal and financial manager for 2003.



## SCHOA Condo Insurance Update

Are you properly covered by insurance? Yes, the association has insurance coverage on the structure of your unit, but do you have sufficient insurance to cover all of your personal belongings in case of fire, theft, or water damage?

The association insurance coverage generally stops at the paint or wallpaper. What about your carpet, tile flooring, or furniture? None of these items are covered by the association policy. Please note the association's deductible is between \$2,500 to \$5,000, this may increase in 2004.

*Check with your insurance carrier to make sure that you are properly protected. If you have an event that requires insurance processing, contact your own insurance agent and then notify the Association Manager at 937-426-8960. Please DO NOT call the Association Insurance directly, this may cause your claim to be delayed and/or may cause the Association coverage to be increased.*

The Association Manager will notify the association's agent. The two agents will work together to determine which company pays for what damage. The Association manager will help if you have questions.

The Board of Trustees is doing their best to shop for the best insurance coverage at SCHOA each year. Please review the current SCHOA Hazard Insurance Policy republished for your information.

## SCHOA Hazard Insurance Republished

Pursuant to the Declaration of Covenants, the association provides for hazard insurance on the structures located within SCHOA. This renewed policy is effective as of February 14, 2003.

1. All claims against the association policy must be submitted either by an officer of the Board of Trustees or an association manager under the direction of the Board of Trustees.
2. No one may contact the association insurance agent or other company representative without first obtaining written consent of the Board of Trustees.
3. Any claim submitted by someone other than an officer of the Board of Trustees or association manager under the direction of the Board of Trustees will be considered to be invalid and will not be honored by either the insurance company or the association.
4. *The insurance deductible, is \$2,500.00, for any claim submitted to the association insurance company and is the responsibility of the unit causing the claim to be submitted. Claims submitted for water leaks have a deductible of \$5,000.00.*
5. In the event you have a need to file a claim for hazard insurance, first contact your own insurance agent and file a claim with them. Notify the association management who will contact the association insurance agent and file a claim if necessary. The two companies/agents will work together to determine which insurance company/policy is responsible for the claim.
6. If you need certification of insurance for your mortgage company, contact the association management for assistance.
7. *There are certain things that are not covered by the association policy for individual units such as: windows, window frames, doors, door frames, flooring such as carpet and tile, water leaks and resulting mold regardless of their location or cause. These items are the direct responsibility of the unit owner.*

## Contract Report

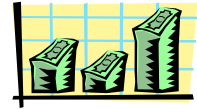
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- The association management contracts were approved by a voice vote of board members at the regular October meeting. Mr. Bob Halsall and Ms. Clara Fletcher will stay on for 2004 as legal/financial manager and office manager, respectively.
- The grounds maintenance, which includes landscaping/snow removal, contract with Tangeman and Son were approved for 2004. Again, The Board of Trustees ask that homeowners/renters to please be patient with our grounds maintenance contractor. He has other customers and our contract stipulates that there must be 2 or more inches before they come out. This is the industry standard. The Board would like to thank you for your patient, cooperation and understanding.

## Financial/Budget Report

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- The 2004 Budget was finalized at the regular December meeting and was approved by a voice vote of board members. If you wish to see the 2004 Budget statement, please contact one of the association managers.
- We do not anticipate an increase in the association fees for next year. However, this may change if there is a major increase in the association insurance or other major unforeseeable problems that may occur next year. We will make sure that you are fully informed.



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## Clubhouse Reminders

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Once again, William Lyons of 1468 Sanzon Drive filed a complaint to the City of Fairborn against SCHOA. This time, the complaint regards the placing of trash in front of the clubhouse for pickup by the trash removal service without a contract for that service.

The Board of Trustees is asking all owners/residents who use the clubhouse to please comply with the association policy and remove all trash to your own unit for proper disposal following your event.

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## Chimney/Roofing/Landscaping Update

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- Proposed new front step at \$150 at owner's expense. The owner can choose to do nothing. For more information, please contact our association managers.
- Proposed walk way enhancement at \$150 at owner's expense. Again, the owner can choose to do nothing.
- Drainage completed for some this year. The rest will be done next year to the ones that are needed most and if budget allowed.
- No termites found this year.
- Some chimney enhancements were finished this year, more are scheduled for next year, if budget permitted.
- Some maintenances on roofing this year was done by Copeland and our maintenance manager, no major problem.
- No new landscaping report.

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## Vandalism at SCHOA

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During the late night of Oct 16/early morning of Oct 17 vandals hit Sycamore Creek. While most of the damage was more in the line of pranks some of it crossed the line when they uprooted bushes and trees and placed them in the middle of the street where they could have been hit by passing motorist. Also they placed two of our park benches in Sanzon Drive where they could have been hit by cars. The bush and tree that were removed have been replanted, but will probably die and the cost of replacement could run as high as several hundred dollars. Other items that were moved were returned to their original place. If anyone saw anything out of the ordinary during this time period, please call the association office with your information. *The Fairborn Police Department has been informed and the board is working with the investigators on possible witnesses and possible suspects. The board may file criminal complaints and a civil lawsuit based on the findings of the police department.* Special thanks go to Linda Hunt and her fiancé, Pete for replacing all that was disturbed by these vandals. It is refreshing to know that we have good people like this living in our development.

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## Condo Winterization

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Before it's freezing cold, it would help to winterize our condos, here are a few tips and hints of preparation:

- Lubricate locks, garage door, patio door and windows tracks. Clean and cover your grill and outside furniture. Take hoses inside and insulate outside faucets. Check and make sure patio and porch lights are bright and working properly, this will make more visible when snow has fallen and add safety as well.
- Be sure to tune up your central air and heat unit before winter starts. Call local Central Air and Heating companies for inspection. Also, be sure to change the central air filter as well. The filter can be purchased at Meijer, Lowes or Home Depot.
- If you are planning to use the fireplace, do you know when was the last time the chimney was cleaned. Local cleaning chimney companies should charge you around \$50 to clean. See "Winter Reminders" on Page 4 on how to store firewood on the porch.



1450 Sanzon Drive Drive  
 Fairborn, Ohio 45324  
 Http://www.siscom.net/~schoa/  
 Phone: 937-426-8960  
 Email: schoa@siscom.net

**To: SCHOA Resident(s)/Homeowner(s)**

- Important phone Numbers**
- Police/Fire/Emergency.....911
  - SCHOA Office.....937.426.8960
  - Fairborn Police Department.....937.754.3000
  - Fairborn Fire Department.....937.754.3000
  - Greene Memorial Hospital.....937.429.3200
  - Fairborn Post Office.....937.878.4648
  - Fairborn Utility Billing Office.....937.754.3007
  - Fairborn City School.....937.878.3961
  - DP&L—Fairborn.....937.331.3900
  - Time Warner Cable—Fairborn.....937.294.6400
  - SBC Ameritech Phone Service.....800.660.1000
  - Meijer Pharmacy.....937.427.6164
  - Wright-Patterson Air Force.....937.255.3334
  - Mall At Fairfield Commons.....937.427.4300
  - Wright State University.....937.775.3333

**CALENDAR OF EVENTS**

December 25, 2003	Merry Christmas
January 1, 2004	Happy New Year!
January 6, 2004	SCHOA January Meeting
January 12, 2004	Martin Luther King Jr's Birthday
February 3, 2004	SCHOA February Meeting
February 14, 2003	Valentine Day
March 2, 2004	SCHOA March Meeting
April 6, 2003	SCHOA April Meeting

**Winter Reminders !!!**



- The porch area is not to be used for storage even if items are in storage containers. Grills are to be kept on the patio. Also, nothing is to be fastened to the outside structure of you unit. One exception is a porch swing that has been approved by the Association. The Association reserves the right to remove unapproved items and will store items for up to 30 days at the owner's expense. Storage fees are \$10.00/day. After 30 days the unredeemed items will be disposed of.
- No wood may be stored directly on the pavement of the front porch or contact any siding. All wood must be stored in appropriate metal racks. Keep wood away from the unit to keep termites away. Also, keep firewood off the grass areas next to your unit.
- This winter, please be patient, it takes time for our contractor to come out for snow removal, cleanup and salt our driveways. Our contractor has other businesses to do as well. Please be aware that the snow must be 2 inches or more for our contractor to come out to SCHOA.