

Meeting Purpose	Monthly Trustees Meeting	Date	4/23/2008, 19:00 – 23:00 EST
Meeting Attendees	J.D Barlow – HOA President Raveesh Dewan – HOA VP ** Andrew Lynch – HOA VP Marty Luxeder – HOA Treasurer Neil Wheeler – HOA Secretary John Metzler – Homeowner ** Not in attendance	Location	Neil's House

Meeting Minutes:

1. JD called the meeting to order.
2. We discussed the John Metzler request for a weather antenna. John presented his desire to be part of the local weather warning system. This will require an antenna to be mounted on his house with a clear line-of-sight of downtown Columbus. He read the Deed Restrictions and wanted clarification on if he would be allowed to mount it on his house. The antenna would be mounted on the North side of his house on the peak and would consist of three small rods that are 1/2 inch in diameter (6 inches, 16 inches, and 48 inches). The antenna is rated for 85 mph winds. The wiring will go directly into the house and down through the attic. The weather transceiver would be a 30 W mobile and he has a license with the FCC for radio transmission. One neighbor knows about his desire and there is no opposition to it. The Trustees asked that all of John's adjacent neighbors be contacted and if they have no issue (and sign a letter or email to the Trustees), then the Trustees will approve the installation. The Trustees feel that the use of this antenna is for the safety of the area and that it is very small are good reasons for installation approval.
3. We reviewed the minutes from the last Trustees meeting. There were no questions. The minutes were accepted.
4. We discussed the Treasurers Report. We received debit cards for the bank account. All agreed that they should be destroyed. All the 2008 data is now in QuickBooks. Marty's approach is to keep as much in the savings account as possible. We now have \$70,000 in savings. Online funds transfer can be done easily at no charge, so when the checking account gets low, he will transfer funds to it. We have to keep \$4,000 in each account to waive the account fees. Alerts are set up to let us know when we get close to the \$4,000 mark. Marty reported that there are 69 homeowners that have not paid their dues. Marty has emailed those that he had email addresses for and the others were mailed a reminder letter with no penalty. They have until May 1 to pay without getting a late fee. After May 1 there will be a \$25 late fee. We reviewed the QuickBooks invoices, reminder letters, and account statements that QuickBooks creates. They look very professional. We discussed a return check policy and Marty recommended \$25. The Trustees voted and agreed. Marty will add this to the comments on the statements and invoices. Neil will add this to the Dues Collection Policy. Marty recommended that the AEP bill be automatically withdrawn from the account. All agreed. Marty is also looking at online bill paying for other bills. We discussed online access to the account. Marty will investigate whether Ann still has online access. Neil suggested that Raveesh be given online access to the account for audit purposes. Marty found a software package called Invoice Duplicator that simplifies the invoice creation process. Marty estimates it will save at least 60 hours of work in one year. All agreed to purchase the software. Marty presented a software package called TOPS that is used for HOA Management. Marty recommended that this package or similar one be included in next year's budget. Software like this package is important to have so that we have our data in one place, in a consistent format, and easily passed on to new Trustees. We discussed that a PC should also be considered so the software does not have to run on a Trustee's computer. Marty recommended that we personalize the HOA checks with the VAC logo using Best Checks. The cost is approximately \$50 for 250 checks, \$25 more with the VAC HOA logo. If it is possible to get the envelopes cheaper at Staples, then we should not order the envelopes from Best Checks. All agreed. The Treasurer's report was accepted.
5. We discussed Committee Updates.
 - Neil gave a report from the Maintenance and Landscape Committee.
 - The Committee has been very busy. Neil is working closely with Ohio Estate Lawncare to make sure they understand the boundaries of the green spaces and ensuring specification requirements are met.
 - Mulch bed cleanup, mulching, spring cleanup, some tree trimming, one mowing, and first fertilization are complete. Dandelion control will be done in May. The homeowners will notice the grass will be kept higher than in past years. In last year's vendor selection process, almost every vendor commented on how short the grass was being kept, which evidently is a non-standard approach.

- Drainage tile will be installed in the very northeast corner of the green space to help with very wet soil and poor drainage. Ohio Estate Lawncare will do this at no charge.
- A pond report will be provided later in the meeting.
- Neil is working on cleaning up dead branches and debris near the South Entrance, as time allows, and has done some tree trimming around pond 4. Neil has asked Ohio Estate Lawncare for a trailer to haul the debris to the organic recycler.
- Cleanup day is scheduled for this Saturday. The ponds will be the primary focus. There may be other assignments depending on how many people show up.
- The sprinklers will be installed at the South Entrance and turned on at the North Entrance in Early May.
- Mindi Schneider has volunteered to paint the entrance signs. The Trustees approved the purchase of paint that is near the current color. Neil will let Mindi know of the approval.
- Neil will work with Ohio Estate Lawncare on flower selection for planting after the sprinklers are working. Karen Marsman has recommended Wave petunias and snapdragons.
- Mark Miner and Jim Snopik have inventoried the street signs. All the damaged signs have been replaced. There are a few posts leaning, and the Committee will work to get these straightened soon. The following posts need to be straightened:
 - Alum Village and Cheyenne Creek
 - Sotherby Crossing and Weatherby
 - Sotherby Crossing and Kormsby
 - Sotherby Crossing and Sotherby Crossing and Cheyenne Creek
 - Alum Village and Parklawn
 - Parklawn and Morningside (near Melrose)
- We discussed the benches at pond 2. Due to lack of time, we will table this to next meeting.

Andrew gave a report from the Property Upkeep and Use Committee.

- The Committee wants to communicate to the homeowners where the Deed Restrictions are located and let the HOA know that Deed Restrictions will be enforced. The Committee would like more prominence in the newsletter and an email/letter to stress how important it is to stay within the guidelines. The Trustees discussed sending the letter with the Spring Newsletter. Andrew will work on the letter and try to turn it around in a week.
- Andrew and the Committee understand that we can only enforce what is stated in the Deed Restrictions, and we cannot make up rules based on personal likes or dislikes.
- When a deed restriction violation is noticed, the Committee will have a personal conversation with the Homeowner about the violation and how to remediate the violation. This will be followed up with a written request for compliance. If the violation is not corrected, then stronger action will be sought.
- The concern of basketball courts in backyards is one that needs to be addressed. There are three concrete pads in the subdivision that the committee is concerned about.
- There is a concern about large gardens that are not being maintained. The Trustees discussed the importance of always referencing the Deed Restrictions.
- The Trustees discussed that this committee should be the start of recommending changes to the Deed Restrictions, as vagueness is identified.
- The Trustees discussed contacting the Boy Scouts to see if they would be interested in staining mailboxes, and finding out if ordering multiple mailboxes at one time would reduce the price.
- The Trustees discussed the new basketball court on Cheyenne Creek that appears to be out of compliance and did not get approval from the Architecture Review Committee. We will talk to Orange Township Zoning to find out if this is violating Township Zoning.

JD gave a report from the Architecture Review Committee.

- JD met with the committee and they have decided that if they do not have a unanimous decision on an application then it will be referred to the Trustees for approval or disapproval. The Trustees agreed.
- There has been one application this year and it was approved.

JD gave a report from the Recreation Committee.

- The Trustees discussed the timing of the garage sale, but the date is set and will not be moved.
 - The community picnic is June 8. Rain date is June 29.
6. We discussed the WOW zoning variance application made by the Church for a communications building. After almost two hours of discussion, the zoning board voted 3 to 2 to deny the request to allow WOW to build the relay building on the church property.

7. We discussed the Nine Acre Survey. Preliminary results were distributed to the Trustees and we discussed the trends that appeared. There has been good response from the homeowners. An article in the Spring Newsletter survey will talk about the survey so that everyone has an opportunity to respond. The survey will be left open until May 10.
8. We discussed Transfer Fees. The Dues policy will be updated to include a \$50 transfer fee. We discussed whether the fee should be higher but decided to leave it at \$50.
9. Neil reviewed the Issue/Action List with the Trustees and updates are provided below.
10. We discussed the private homeowner property that the HOA is paying to mow. A letter will be sent notifying the affected homeowners that we need to stop mowing the private property. Ohio Estate Lawncare will be asked about using the money saved from not mowing this property for other projects.
11. JD stated that the VAC Trustees information was provided to Orange Township so we can get communication from them.
12. JD stated that the Bank Account authorization has been completed. The new Trustees are on the account and the exiting Trustees are off the account.
13. We discussed Pond Updates. Neil reported that he met with Aqua Doc and the following topics were discussed:
 - We discussed the fountain motor going bad, and it is certainly something we need to be aware of, but there is no indication that we will have an eminent failure. Because of the history with the motors we have, there is an expectation of limited life and we should have a plan for replacement. In fact, the typical life of the motors is much shorter than the time we have had them running.
 - We discussed the specifications of new fountains. Neil's preference would be to go with a larger, taller, lighted fountain that would spray and be seen from farther away and higher above the sidewalk. The one that was recommended was the Crystal Geyser and Neil agrees it is very nice. Neil requested the pricing for the Crystal Geyser and some other fountains for price comparison. The type of fountain selected could depend on the results of the sounding activity.
 - We discussed doing a detailed sounding of all the ponds so that we could better understand and develop solutions for the ponds. For example, the depth of ponds 3 and 4 might undermine the effectiveness of aeration devices.
 - We discussed getting pricing for bubblers and pumps to help with the aeration. The application and type of aeration device will be dependent on the sounding activity.
 - We discussed the use of Triploid Amures to control plant growth in the ponds. AquaDoc's strong recommendation is not to use the Amures because while they eat the plants we want to get rid of, they also eat the plants we want to keep.
 - We discussed the length of the maintenance contract and the possibility a longer-term agreement for planning purposes. Neil was not sure about the contract, so AquaDoc will be following up on the current contract and contract alternatives.
 - We discussed the possibility of financing the fountains and bubblers. AquaDoc will provide information on financing, as an alternative to cash payment.
 - We discussed the light repair. The \$1200 per fountain is because the light kit cannot be repaired and needs replaced. The decision to replace the light kit will need to be weighed against the life of the fountain, and the cost for complete replacement.
 - We discussed the grass in the shallow water and decided unless it gets unsightly; it is good to have these plants to prevent erosion.
 - We discussed the differences between ponds 1 and 2, and ponds 3 and 4. We came to no definitive conclusion on why we have more issues with ponds 3 and 4. Hopefully the sounding will give us some additional insight.
 - We discussed the importance of the homeowners knowing that these ponds are retention ponds and will never be swimming pools with clear water.
 - We discussed that the current algae growth is due to the sunny days we have had, as sun light causes algae growth. AquaDoc cannot treat the water unless the water is at least 60 degrees. The chemicals will be ineffective below 60 degrees. As soon as the water is warm enough they will be treating the water and we should see a difference in algae growth soon after.
 - Neil stated that additional attention to ponds 3 and 4 is the priority this year, but we needed to keep up the good work on ponds 1 and 2. AquaDoc committed to spend additional time in finding ways to keep up with ponds 3 and 4.
 - We discussed about the positioning of the fountains, and the comment from the homeowner who told Neil that they were originally installed in the center of the pond. AquaDoc indicated they would look to see if the fountains could be centered.
 - AquaDoc stated that the chemicals are not harmful to fish, animals, and people, and they customize chemical application for each pond for the current condition. We both agreed that heavy chemical dumping is not what we want.

- Neil stated that homeowners might be more patient with pond edges, if there was a fishing dock that they could use instead of standing on the side of the mucky pond. AquaDoc indicated that docks and piers is also a service they provide and they would provide some pricing for future planning.

Once Neil gets the depth charts on all the ponds, we will have some good data on the current state. The plan is to speak with as many pond experts as we can find to get their opinions on what we should do. Neil will also speak with the County Extension Agent. Some of the items we need more opinions on are:

- Using fish to help control plant and algae growth (which Aqua Doc is against)
- Using bacteria to eat the sludge and algae (which Aqua Doc doesn't even talk about on their website and literature)
- Understanding if dredging ponds 3 and 4 (deepen them to the depths of ponds 1 and 2) will help the look of the ponds
- Understanding if we can do anything about the water flow (increasing or decreasing) in ponds 3 and 4, and if it will help the look of the ponds
- Understanding if additional plants will help in the look of the ponds
- Understanding if mechanical appliances (sonic generation devices) will help deter algae growth
- Understanding how pumps and fountains could be used to help deter algae growth
- Understanding what can be done to deter geese. Neil has seen a few devices on the Internet that sound good, but not sure of their effectiveness.

Right now, the only data points we have are from Aqua Doc. The goal is to expand our pond knowledge so intelligent recommendations can be made to the Board.

Ultimately, we want to develop a requirements/specifications document like the one we have for the Landscaping so an RFP can be done in the Fall (if we determine we need to do it).

Because the Ponds are such a large part of the HOA, we need a homeowner committee to help with some of the data gathering and ongoing decision concerning the ponds. All agreed. The Trustees will add this to the Committee List and seek volunteers.

14. We discussed private property signs at the ponds. Neil stated that the Sheriff cannot ask non-homeowners to leave (even with a complaining homeowner) unless the property is marked as private. Neil and JD volunteered to draft a sign layout for Trustee approval. We can get signs for all the ponds for under \$150. All agreed this should be done.
15. We discussed the Spring Clean Up days scheduled for April 26 and May 10. We will meet at 9:00 at the South Entrance. We discussed the Orange Township Cleanup Day on May 10. JD will add the announcement to the website and Spring Newsletter.
16. We discussed the Spring Newsletter. The plan is to have it out by May 1. JD will need help with delivery.
17. The next Trustees meeting will be on May 21 at 7:00 at Neil's house.
18. The next General Meeting will be on June 19 at the Church (if it is available). Neil will confirm availability.
19. The meeting was adjourned.

Issues / Action Items:

Issue/Action	Owner	Status	Comments
Update website with the Board Officers	JD	Completed	
Update the Committee List and post to the website	Neil/JD	Completed	
Post the Nine Acre Committee report to the website by 4/3	JD	Completed	
Send an email by 4/3 to the mail list asking people to review the Nine Acre Committee report.	JD	Completed	
Develop and send a survey by 4/10 to the mailing list asking for feedback on the 7 options and comments or ideas about the nine acres.	Raveesh	Completed	

Issue/Action	Owner	Status	Comments
Seek out additional information on the zoning variance	Andrew/Neil	Completed	The zoning variance was declined but the Orange Township Board of Zoning Appeals
Community Awareness Training in the next email	JD	Completed	
Put a link to the Ryan Hardy website on the HOA website	JD	Completed	
Approve mulch selection	Neil	Completed	
Two dead trees on Old State south of the south entrance next to the road that should be removed.	Neil	Completed	AEP was contacted and they removed the trees.
Purchase new fence rails and fix school path	Neil	Completed	
Street sign repair	Neil	Completed	
Dog control notification in next email, newsletter, and website	JD	Completed	
Include the Preschool notification in the newsletter	JD	Completed	
Develop proposal for a solution to mowing private property	Neil	Completed	
Design and build the Spring Newsletter	JD	Completed	
Include a directory update in the next newsletter	JD	Completed	
Change the categorization of the Aqua Doc bill	Marty	Completed	
Change the website bill description to be 2008 and not 2008/2009	Marty	Completed	
Explore options for the nine acres	Andrew	In Process	A survey has been sent to the homeowners to get their ranking of the options.
Audit the 2007 books	Raveesh/Marty	In Process	
Look into HOA software and provide a recommendation. Also a PC to run it.	Marty	In Process	
Follow up with Tony Rose on his idea for a seminar.	Marty	In Process	
Speak to Mr. Ongaro	Raveesh	In Process	
Determine 2008 directory and website ad rates	JD/Marty	In Process	
Contact Margarita about doing the 2008 directory	Marty	In Process	
Develop a policy concerning transfer fee	Neil	In Process	
Develop a page for realtors and closing companies to get info about the HOA	JD	In Process	
Organize the Nine-Acre comments and post to the website.	JD/Andrew	In Process	
Tall weeds and briars along the creek near the south entrance	Neil	In Process	Neil will work a little each weekend to get these done.

Meeting Minutes Report

Issue/Action	Owner	Status	Comments
Four limb piles near the south entrance that need cleaned up.	Neil	In Process	Neil will work a little each weekend to get these done. Two pickup loads have been hauled away to date.
Low branches around the south entrance on multiple trees that need trimmed.	Neil	In Process	Neil will work a little each weekend to get these done.
Scrub tree near the south entrance should be trimmed	Neil	In Process	Neil will work a little each weekend to get these done.
Street post plumb and dirt remediation	Neil	In Process	Posts need straightening <ul style="list-style-type: none"> ○ Alum Village and Cheyenne Creek ○ Sotherby Crossing and Weatherby ○ Sotherby Crossing and Kormsby ○ Sotherby Crossing and Sotherby Crossing and Cheyenne Creek ○ Alum Village and Parklawn ○ Parklawn and Morningside (near Melrose)
Review the Insurance Policy to make sure it covers everything we need	Andrew	In Process	
Speak to the Insurance Company about how to reduce liability or cost for pond coverage	Andrew	In Process	
Paint the entrance signs	Mindi	In Process	Neil to purchase paint
Create a homeowner committee for pond data gathering and recommendations	Neil	In Process	
Summer Picnic Planning	Shannon/Ann	In Process	
Update the Dues Policy to include late fee and transfer fee	Neil	In Process	
Verify who has online access to the bank account	Marty	In Process	
Decide what to do about benches at pond one	JD	In Process	
Create signs for the ponds	JD/Neil	In Process	
Arrange for the June General Meeting at the Church	Neil	In Process	
South Sprinkler Installation	Neil	Scheduled	Scheduled for early May
Turn up and inspect North sprinklers	Neil	Scheduled	Scheduled for early May
Trash around the ponds needs picked up.	Neil	Scheduled	Scheduled for April 26 and May 10
Inspection of the pond inlets and outlets needs done and debris removed if circulation is impeded.	Neil	Scheduled	Scheduled for April 26 and May 10
Choose flowers for the entrances	Neil	Not Started	
Send an email that the comments are on the website.	JD	Not Started	
Organize drawing for email addresses	Raveesh	Not Started	

Issue/Action	Owner	Status	Comments
Send survey asking homeowner interest in getting group rates on services	Raveesh	Not Started	
Find companies willing to give discounts to the HOA	Raveesh	Not Started	
Send survey for homeowner interest in decorating the front entrances at Christmas	Raveesh	Not Started	
Remove the Crab Apples at the South Entrance	Neil	Not Started	Need to schedule time to cut them out.
Two fallen trees south of the south entrance need cut up and hauled away.	Neil	Not Started	Will be done if Neil gets assistance
Low branches along the north property tree line at pond one need trimmed back.	Neil	Not Started	Will be done if Neil gets assistance
Area that Green Shoes cleaned out last year (or year before) needs additional attention (in the green space south of the north entrance next to the Duffey property)	Neil	Not Started	Will be done if Neil gets assistance
Street post stain inspection	Neil	Completed	No remediation required at this time
Fish Stocking	Neil	Not Started	Scheduled for spring, if budget allows
Phase One Storm Sewer Maintenance	Neil	On Hold	Will bring this up in 2008.
By-Law changes to restrict Trustee powers	Trustees	On Hold	
Review Deed Restrictions	Trustees	On Hold	Waiting on nine-acre decision
Rental Home Guidelines	Scott Crow	On Hold	