

Meeting Minutes Report

Meeting Purpose	Monthly Trustees Meeting	Date	3/27/2008, 19:00 – 21:30 EST
Meeting Attendees	Len Fisher – Previous Trustee J.D Barlow - Trustee Raveesh Dewan – Trustee Andrew Lynch – Trustee Marty Luxeder – Trustee Neil Wheeler - Trustee	Location	Neil's House

Meeting Minutes:

1. In the absence of a President, Neil called the meeting to order.
2. Len discussed turnover items for the Trustees. Neil thanked Len for his work over the last two years.
3. The Trustees elected officers for the next year. They are:
 - o President - JD Barlow
 - o Vide President of Administration - Andrew Lynch
 - o Secretary - Neil Wheeler
 - o Treasurer – Marty Luxeder
 - o Vice President of Membership – Raveesh Dewan
 JD will publish the Officers List on the website.
4. Neil turned the meeting over to JD, and the meeting continued.
5. We discussed the Committees and Trustee assignments were made. Neil will update the Committee List and send to JD for publishing to the website.
6. Marty asked if anyone had looked at HOA software. He had looked at software two years ago, but was not sure if any other research has been done. Raveesh will research and provide options.
7. We reviewed the minutes from the last Trustees meeting and the last General Meeting. There were no questions. The minutes were accepted.
8. We discussed the Treasurers Report. The Aqua Doc bill was incorrectly logged as Water and Sewer. Marty will make the correction. The description for the website bill needs corrected to say 2008 and not 2008/2009. The Treasurer's report was accepted.
9. We discussed the Nine Acre Report. Neil recommended that a survey be sent to the homeowners asking their opinion. Raveesh asked that not only the comments of the homeowners near the nine acres be included, but have all the comments. We discussed the comments and decided to not include any comments right now. We will ask for comments from the survey. The next steps will be:
 - o The trustees will review the report. If there is no question by 4/3, JD will post the Committee Report to the website.
 - o An email will be sent on 4/3 to the mail list asking people to review the report.
 - o A survey will be sent on 4/10 to the mailing list asking for feedback on the 7 options and comments or ideas about the nine acres.
 - o The comments will be organized and posted to the website.
 - o An email will be sent that the comments are on the website.
 - o The results will be given to the Committee to decide if further research is required.
10. Neil reviewed the Issue/Action List with the Trustees and updates are provided below.
11. We discussed Tony Rose's idea to lead a free seminar on home loan financing. Marty will follow up with Tony on details. The Trustees agreed that we could not sponsor or endorse Tony, but if multiple organizations were part of the seminar, then we could communicate the seminar to the homeowners.
12. We discussed Mr. Ongaro's offer of bartering HOA Dues. Raveesh will talk to him and let him know that we do not want to start bartering dues.
13. We discussed the zoning variance request made by the Church for a communications building. We are not sure what this is, so Andrew will check with the Zoning Board. Neil will check with the church for details. Once we know the details of the zoning change, there may need to be additional discussion by the Trustees,
14. We discussed Community Awareness Training that the Delaware Sheriff is doing. JD will include this information in the next email.
15. We discussed the Aqua Doc email. There are no outstanding actions for this topic.
16. We discussed the Ryan Hardy Link for our website. All agreed that we would post a link.
17. We discussed web-advertising rates. Until the new directory is published, we will sell web advertising at the old rate until the new directory is published. JD will communicate this to the folks that are interested in posting an ad. Marty and JD will document rates that will be published on the website.
18. We discussed a new directory. We will include an information form in the April newsletter. Marty will talk to Margarita to see if she will build the directory for 2008.

19. We discussed stop signs on Park Lawn to slow down traffic. After discussion, it was determined this is not required.
20. We discussed dog control request from a homeowner. JD will include this in the next email blast, the newsletter, and post to the website.
21. We discussed Preschool communication. It has been posted on the website. JD will include this in the next email communication.
22. We discussed private property that the HOA is paying to mow. There was not enough time, so Neil will develop a proposal for consideration at the next Trustees Meeting.
23. Andrew brought a newsletter from another HOA. There were some good ideas for community activities, as well as indicated that HOA issues are common and not unique to our HOA.
24. Marty brought up the idea of charging a transfer fee of \$50 for new homeowners. Neil requested we have a page for realtors and closing companies with information on closing information, dues, fees, etc
25. The next Trustees meeting will be 4/23/08 at 7:00 at Neil's house.
26. The meeting was adjourned.

Issues / Action Items:

Issue/Action	Owner	Status	Comments
Look at the PayPal account and determine how to get the funds	JD/Ann	Completed	
Raveesh to sign the 2006 audit	JD	Completed	
Speak to the affected homeowners and get feedback on the nine acre options	Andrew	Completed	
Follow up with the lawyer on the status of the fence lawsuit	Len	Completed	The lawsuit has been dropped and all parties were notified.
Decide about pictures of the Trustees on the web site	Trustees	Completed	Decided not to do it.
Fix the two leaning pines	Neil	Completed	
Look at distributing the dues collection and monitoring responsibilities for 2008	Trustees	Completed	
Determine what to do about over-seeding around ponds 3 and 4	Neil	Completed	Price is too high. This might be considered later.
Explore options for the nine acres	Andrew	In Process	The committee has presented their findings to the Trustees. The Trustees are to decide next steps.
Audit the 2007 books	Raveesh/ Marty	In Process	
Street sign repair	Neil	In Process	Sign Affects is making the repairs
Update website with the Board Officers	JD	In Process	
Update the Committee List and post to the website	Neil/JD	In Process	
Look into HOA software and provide a recommendation	Raveesh	In Process	
Change the categorization of the Aqua Doc bill	Marty	In Process	
Change the website bill description to be 2008 and not 2008/2009	Marty	In Process	
Post the Nine Acre Committee report to the website by 4/3	JD	In Process	

Issue/Action	Owner	Status	Comments
Send an email by 4/3 to the mail list asking people to review the Nine Acre Committee report.	JD	In Process	
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	In Process	
Follow up with Tony Rose on his idea for a seminar.	Marty	In Process	
Speak to Mr. Ongaro	Raveesh	In Process	
Seek out additional information on the zoning variance	Andrew/ Neil	In Process	
Community Awareness Training in the next email	JD	In Process	
Put a link to the Ryan Hardy website on the HOA website	JD	In Process	
Determine 2008 directory and website ad rates	JD/Marty	In Process	
Design and build the April Newsletter	JD	In Process	
Include a directory update in the next newsletter	JD	In Process	
Contact Margarita about doing the 2008 directory	Marty	In Process	
Dog control notification in next email, newsletter, and website	JD	In Process	
Include the Preschool notification in the newsletter	JD	In Process	
Develop proposal for a solution to mowing private property	Neil	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.	Andrew	Not Started	
Send an email that the comments are on the website.	JD	Not Started	
Approve mulch selection	Neil	Scheduled	Scheduled for week of 3/31.
Organize drawing for email addresses	Raveesh	Not Started	
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	

Issue/Action	Owner	Status	Comments
Summer Picnic Planning	Shannon/ Ann	Not Started	
Remove the Crab Apples at the South Entrance	Neil	Not Started	Need to schedule time to cut them out.
Tall weeds and briars along the creek near the south entrance	Neil	Not Started	Will be done if Neil gets assistance
Four limb piles near the south entrance that need cleaned up.	Neil	Not Started	Will be done if Neil gets assistance
Two fallen trees south of the south entrance that need cut up and hauled away.	Neil	Not Started	Will be done if Neil gets assistance
Low branches around the south entrance on multiple trees that need trimmed.	Neil	Not Started	Will be done if Neil gets assistance
Scrub tree near the south entrance that is ugly and should be removed.	Neil	Not Started	Will be done if Neil gets assistance
Two dead trees on Old State south of the south entrance next to the road that should be removed.	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
Trash around the ponds needs picked up.	Neil	Not Started	Scheduled for spring
Inspection of the pond inlets and outlets needs done and debris removed if circulation is impeded.	Neil	Not Started	Scheduled for spring
Debris on Weatherby needs cleaned up	Neil	Not Started	Will be done if Neil gets assistance
Street post stain inspection	Neil	Not Started	To be done by the Landscape and Maintenance Committee
Street post plumb and dirt remediation	Neil	Not Started	Scheduled for spring
Fish Stocking	Neil	Not Started	Scheduled for spring
Purchase new fence rails and fix school path	Neil	Not Started	Scheduled for spring
South Sprinkler Installation	Neil	Not Started	Approved and scheduled for spring 08
Turn up and inspect North sprinklers	Neil	Not Started	Scheduled for when the South Entrance is done
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	

