

Cheltenham HOA Board Meeting Minutes

March 24, 2013 @ 7 p.m.

Location: Cal and Cathy Frank's house

Members present: Corinne Smith, president; Walter Baab, 1st VP; Cathy Frank, treasurer; Carrie Ellzey, secretary; Cal Frank, volunteer coordinator.

Agenda:

1. **Minutes:** The board approved the minutes from January's meeting. Cal discussed speaking with Zell Duval (webmaster) regarding how to post meeting minutes to save space on our website. The board suggest posting the Annual HOA meeting minutes for several years past and only the current year's worth of bimonthly board meetings. Corinne will contact Zell to give her January's minutes and to share these suggestions. She will make sure Zell has posted the annual minutes from November 2012.
2. **Treasurer's Report:**
 - Cathy shared that all homeowner dues have been collected and provided a current banking summary. The current checking balance is \$5,456.76 and savings (money market) is \$66,661.98 leaving us with a balance of \$72,118.74. The lowest balance, before the 2013 dues collected, was \$27,942.63. Walter motioned to approve the treasurer's report, Carrie seconded. Motion carried.
 - There were very few residents' comments collected with the dues form this year. A resident on Leeds whose lamppost has been out for about a year says she has a technician trying to fix the photocell. However, she has received several board requests across the past year to repair it or leave it on manually overnight. Corinne will give her another follow-up phone call. The resident on Washum who was missing his lamppost has finally put one in.
 - Corinne spoke with Nestlecreek regarding their HOA reserve. They recently had a \$300 per unit special assessment for necessary repairs. They did not have a reserve and have had a difficult time collecting dues from residents. Carrie, Walter and Annie will schedule a time to meet in April to discuss their reserve study.
3. **New Homeowners:** There have been no new homeowners. There is one house for sale by owner on Penridge.
4. **Contracts:**
 - The irrigation contract for opening and closing of the system was paid.
 - Landscaping: Buckeye will give us their 2011-12 prices. Mowing \$310/mow, \$375 if

edging, \$3600 mulching, \$715 for redefining the edges around the trees and \$575 lawn weed control/fertilization (applied 5x/year). The board discussed the service options and decided on mowing w/edging once/month, weed control/fertilization, and mulch. The board needs to make sure to call and ask them not to mow if it has been very dry over the summer.

- Tree Maintenance: 6-12 overgrown or diseased trees must be removed from the common properties. Bids for the work will be gotten. Cathy shared that Tree Care has been requesting us to pay ahead for services even though there is no discount for doing so. The board agreed to pay for the services as they are provided.
5. **Pond**: Corinne shared that Nestle Creek's pond people (ATAC Pond Management) will be out to give us an estimate this week. She will give them Walter's number so he can go around with them. Lake Doctor's start at the beginning of April so we must make a decision soon. They charged us \$369.15/visit and had 7 visits last year.
 6. **Architectural Committee**: John Gochenaur would like to extend a shed that is currently under his backyard deck attached to the house and hidden by lattices which prevents it from being seen by the neighbors or from the road. Cal motioned to approve John's shed. Walter seconded. Motion approved. Walter proposed that we re-examine the shed policy however, several board members were not in favor of allowing sheds. The board decided to shelve the idea for now. Future discussions would need to include the determination of rules/guidelines for shed construction and location.
 7. **Neighborhood Walk and Maintenance Notices**: Each board member was assigned a portion of the neighborhood to walk through for the spring inspection. If a maintenance notice is left on a resident's mailbox, the person inspecting will make sure to include their name and contact information on the card. This walk will be done at the end of May through June. This will allow people time to do their spring landscaping. Cal will include reminders in his email newsletter.
Walter- Montpelier and Severn ; Carrie- Baldwin, Staverton, Tiverton, Atterbury ;
Cathy-Briggs, Baldwin to Wilmington, Eddington, Leeds, Tedbury ; Corinne- Penridge and Washum
 8. **Landscaping**: Corinne shared her ideas for the flowerbeds. She estimated 100 plants for each of the four large bed at the entryways. Corinne would like to spend up to \$500. She can get a discount by putting an order in with a school group (Kettering). Walter motioned to approve, Cathy seconded. Motion approved. Corinne asked if we could replace a tree at the entrance near the Wilmington Pike pond. Corinne suggested putting an evergreen there near the gate. Walter motioned, Cathy seconded. Motion approved.

Next meeting: Mid-May

