



## Woodlands of Chatterton Village

### Woodlands of Chatterton Village Homeowners Association Board of Directors Agenda • Wednesday, February 25, 2014

7:00 – 9:00pm

- **Roll call:** (Meeting held by conference call) meeting opened 7:02pm  
Judy Curcio, Bonnie Donaldson, Dennis Prichard, Kim Mosey
- **Review of minutes of preceding meeting on November 19, 2014-** minutes approved 3-0
- **Reports of officers, committees, and management company**
  - President: no current report
  - Vice President: absent Update in March with Jonathan
  - Treasurer: given by Kim Mosey
    - Operating checking: \$16,981.55
    - Reserves: \$245,385.40
    - Investigate pricing on decorative holiday lighting for clubhouse including electrical outlets
  - Committee updates:
    - Clubhouse Update:
      - Concrete at front door will need maintenance but must wait for the T haw Dennis asked if the community sidewalks would be repaired as many areas are unlevelled and in disrepair. Kim will research proposals.
      - 3871 Norwich, deposit return. Clubhouse has been cleaned and his deposit will be returned.
      - Appreciation gift card discussion. Voted 3-0 to proceed.
      - Neighborhood Watch: Advertised in last newsletter, any response? Keep advertising
      - Three Community Panel: Invoicing and pond contract are being developed. Kim has been in contact with community managers for a meeting in May or June. Spoke with Twin Oaks to receive a proposal for a multiyear contract. She will share this information with the other two property managers. They are on track with the invoicing.
- **KC Property Services**  
Management report, inspections, work orders
  - Winter has been smooth. Receiving positive reports with the snow removal company.
  - Work orders are low and being processed.
  - Authorization needed for financial review. Judy motioned, Dennis seconded, motion passed 3-0
  - Insurance expires in April. Kim is receiving proposals. Current company does not anticipate increase
  - FHA approval expires on March 13. Attorney is moving forward to reissue the approval. Submission is anticipated within the next two weeks.
  - Pool - May need to order additional key fobs. Wayne County Health department has been double invoicing us for pool inspection. Kim has worked to get this corrected. North Star will no longer clean the pool on weekends or clean the bathrooms. Standard contact and their new proposal was reviewed. Kim is seeking other bids. Judy asked to also get references of these companies who send proposals.

- Gutters- One ice damn has been reported, Kim will follow up.
- Co-owner Incident with sprinkler head in the furnace closet went off. Had water damage. This is a Co-owner expense. Kim will follow up.
- Violations: Rachael Goff – decorations – tabled to March
- One vehicle was towed for violation of parking rule.

### **New business**

- Pool Contract – noted above.
- Spring Garage Sale- a volunteer has come forward to arrange the sale. She will be invited to the March meeting to discuss her plans and come back in April for final financial approval.
- Dumpster Service – discussion regarding a dumpster for a short term for residents. Bonnie motioned, Judy seconded , motion passed 3-0
- Large box and garden hose was not picked up by garbage crew. Kim will email blast building 20 and ask the owner to please remove it.

### **Old business**

- Lawn Contract- Kim will confirm contract will remain the same and no pricing increase.
- Snow Emergency Policy – was discussed. No changes were suggested.
- Calcium Chloride Bucket Policy – was discussed. Suggested a reminder in Newsletter.
- Calcium Chloride Socks – was discussed. Update on performance once the thaw arrives.
- March meeting will include contract for Northern Pines as it expires in May

Items for future newsletters:

- Parking policy – towing if not moved.
- Maintenance Check for Co-owners – Kim will develop a checklist, Bonnie will assist.
- Trash notice – reminder.
- Calcium Chloride Bucket Policy – include policy.
- Notice of Board meeting change to the 4<sup>th</sup> Wednesday of the month.

Next HoA meeting: Wednesday, March 25, 2015

Adjourned: 9:13pm