



## Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes – Thursday, May 25, 2017

7:00 – 9:00 PM

**Meeting Called to Order:** 7:05 PM

**Roll Call:** Bonnie Donaldson, Marc Spontack, Yolanda Everett, Dennis Prichard

### KC Property

#### Services

**Attendees:** Tabitha Leach

### Review of March 30, 2017

**Meeting Minutes:** March 30, 2017 meeting minutes approved.

### Adoption of May 25, 2017

**Meeting Agenda:** May 25, 2017 meeting agenda adopted.

## Resident Forum

- **Garage Doors Area of Responsibility question:**
  - Confirmed: Outside garage door responsibility belongs to the HOA. The inside mechanism is the responsibility of the co-owner.
- **Tree Concerns/Issue:**
  - Dead trees are on the list to be addressed. Roots are currently appearing out of the ground from the wind storm.
  - **Action Item:** 47408 Pembroke - KC Properties to have the trees looked at.
- **Parking in Fire Zones:**
  - Per co-owner, the problem of fire lane parking continues to get worse. Per the Canton Police in terms of fire zones and handicapped parking, they will come out to address. The Board is currently investigating signage for fire zones.
- **Dog Waste:**
  - Per co-owner, the last unit on the right-hand side of the street has constant dog waste issues. Also, a unit on Radcliff also has a dog waste problem.
  - **Action Item:** KC Property to follow-up and violate accordingly.
- **Chuck-hole on Norwich:**
  - Resident complaint about ongoing issue. The board has received some proposals. One additional proposal is pending for board review and go forward determination.
- **Drainage Issues: 47408 Pembroke.**
  - **Action Item:** KC Property to look into and report back to the board for direction on next steps.



## President Report

- No report at this time.

## Vice President Report

- No report at this time.

## Treasurer Report

- Checking: \$130,321.12
- Money Market: \$206,658.91
- Road Reserves: \$36,894.56
- Roof Reserves: \$111,616.70
- Morgan Stanley: \$30,624.99
- Wilmington DE CD: \$90,251.43

## Clubhouse

- There has been a pick-up in rentals. No major problems to report on clubhouse rentals.
- Question: Will pool company clean bathrooms? Yes.
- Annette Solomon completed a review the transaction log for the PayPal account. One transaction remains missing @ \$150.
  - Action Item: KC Properties to look into and ensure that funds are corrected appropriated to WOCV

## Social Committee Report

- Garage Sale:
  - Quite a few home owners participated this year (rented 28 tables).
  - There was difficulty getting companies that pick up donations to come pick up materials to be donated from homeowners.
- The Annual Ice Cream Social is scheduled for June 11

## Neighborhood Watch

- Everything looks good at WOCV. Outside of the communities seeing breaking and entering into cars.

## Three Community Panel

- Notified that payment was mailed. Receipt of payment from the Village remains pending.
  - **Action Item:** KC to continue to follow-up. Will escalate by June 2<sup>nd</sup> if payment has not been received.



## Current Business

- **FHA Approval is pending:**
  - Need to up the ante on insurance. Board approved motion to increase insurance to 700K.
- **Zhou Properties Update:**
  - Due have paid up. Board agreed to move funds associated to the roof fund.
- **Co-Owner Requests:**
  - 47559 Pembroke – Resident has requested the ability to keep lights on his balcony/patio. Board to support unless a complaint is received.
  - 47744 Pembroke – Resident has requested to have second violation for trash removed. Board does not agree to waive violation
  - 47615 Pembroke – Resident would like 1<sup>st</sup> violation for pet waste waived. First violation will not be waived as it's a courtesy violation.
  - 47707 Ormskirk – Resident would like 2nd violation for trash to be removed. 2nd violation not waived by the board.
  - 4057 Radcliff – Resident would like 2nd violation for trash to be removed. 2nd violation not waived by the board.
  - 3934 Norwich – Resident would like to have 3 violations for dog waste to be removed. Violation not waived by the board.
- **Check Register Detail:**
  - Clarification for postage charge requested: KC Properties confirmed that charge was in fact for copies, not for postage. Mislabeled.
- **Work Orders:**
  - Work order dates don't line up. It appears that the invoice comes in before the work order.
    - KC Response: For example, If Sean sees something in the winter that needs repair, but can't be done until the weather breaks. It's the way that KC Properties adds it to the system for tracking.
  - Many work orders are 30 Days + ago, but work orders are still open. Are these not complete?
    - Action Item: KC Properties to look into and respond.
  - Pool Repair: Plaster on Friday, will take couple of days to cure/dry. May need to adjust opening of pool date. Still need the pool company to correct the fence.
  - Pool Key Card Proposal: Plan to move from the card to the key fob. Will need to set up a day where co-owners can pick up key cards.
  - Board approved motion to move forward for pool key proposal.
- **Northern Pines Landscaping Drainage proposal status:**
  - Same proposal as provided before (buildings 20 and 6). Two more proposals pending on drainage.



- **Comcast Pool Phone:**
  - Tabitha at KC Property Service will be onsite at no charge to wait for Comcast to install. Will turn AT&T back on.
- **Sprinklers:** On hold for now.
- **Spring foliage:** On hold for now.
- **Asphalt:** On hold for now. Pending Ann Arbor vendor response.
- **Newsletter:** Place an ad in the newsletter for volunteers for post trash day clean up. June 11 – Ice Cream Social

**Next HOA Meeting:** June 29, 2017.

Meeting Adjourned @ 9:00 PM