

**Woodlands of Chatterton Village Homeowners Association
Minutes – Board of Directors Meeting
Wednesday, July 16, 2008 @ 7:00 PM**

- ❖ **Called to Order** @ 7pm by the Keith Rainwater, Vice President.
- ❖ **Roll Call:** Rainwater, Curcio, Everett, Vasseli, KC Property – Karen, Kim
Absent: Clippert
Co-owners Present: 6 co-owners
- ❖ **Adoption of Agenda:**
 - Keith moved to adopt the Agenda.
 - Rachel Seconded
 - All approved
- ❖ **Approval of Minutes:** June 18, 2008.
 - Joshua motioned to approve the minutes
 - Rachel seconded the motion
 - All approved
- ❖ **Open Forum for Co-owners**
 - Water standing in front of his unit between sidewalk and Woods, ground needs to be graded to allow water to run off. KC Property is getting bids on correcting the problem. This issue is on the settlement list with Centex.
 - Sprinkler not functioning properly. KC to have the sprinkler company repair.
 - Larry Curcio volunteered to chair the Neighborhood Watch Committee. He introduced, Daryl Lowe, who also volunteered to join the committee. There will be a booth set up at the annual meeting with a sign up sheet for additional co-owners to join. Larry reported there would be a Community Watch meeting on Thursday, July 17, 2008 at 6:00 pm in the township Administration Building. The meeting will be to discuss the National Night Out celebration on August 5th, which is for all the residents in the Community Watch Program. More information to be posted on WOCV web site.
 - The pool gate lock needs to be repaired. Larry Curcio to inquire at the Neighborhood Watch meeting as to whether the pool area has to have both gates operable, or if we can permanently lock the gate at the east end of the pool.
 - Down spout washing back to porch area. Also, gutters not wide enough to hold volume of water in a rainstorm, the water spills over the sides.
- ❖ **Consideration of Motion to Remove [President] from Officer Position (President) due to numerous resident complaints.**
 - Rachel moved to remove [President] from the office of President according to section 3 of the by-laws due to co-owner complaints.
 - Keith seconded the motion.
 - All approved
 - [President] to remain an active member on the board, but will no longer hold the duties of President.

 - Keith proposed the following change. To implement an internal policy that an elected officer cannot hold the position of President for two consecutive terms.
 - Joshua seconded the motion
 - All in favor
- ❖ **Annual Meeting Preparation**
 - Let it be noted and recorded that proper notice of the annual meeting and voting materials have been mailed by KC Properties to all co-owners as required by the by-laws.
 - Preparations have been made for the annual meeting July 19, 2008

❖ **KC Property Service**

- KC Property reviewed management report
 - λ Aerators have been repaired by Aquatics and installed.
 - λ Continue to monitor performance by lawn company Looking Good.
 - λ Carol Liden, KC Property representative on site Wednesday and Friday from 2:00 – 6:00 pm. Few visits from co-owners so far, Carol will keep count for our review.
 - λ Obtaining Bids on 2008-2009 snow removal and lawn maintenance for Board review.
 - λ Obtaining bids for general contractors/handyman to service WOCV on an as needed basis. Rates range from \$55/hr to 125/hr.
 - λ Continued follow up on QCD.
 - λ The Cinc accounting software is complete, May and June's financial report have been submitted to the board.
 - λ Bees and wasps found throughout community on the second story peaks. Eradico contract does not cover second story peaks. Quote from Eradico for upper peaks is \$2,000. KC is getting new bids from other companies.

❖ **Treasurer's Report**

- The treasurer's report was sent by email along with graphs to all board members. Income from dues is steady, and actual expenses to budget are as expected.
- If KC would write a letter regarding the clubhouse sidewalk that was damaged due to the contractor not properly roping off the fresh concrete, then Centex (Randy French) would pay the invoice of \$500 to repair the damage.
 - λ Joshua motioned to have KC write the letter so that the invoice can be paid.
 - λ Keith seconded the motion
 - λ All in favor
- Invoices submitted for approval
 - λ Attorney Invoice – presented to KC to verify charges.
 - λ Approved invoice from Electrician (pool lights, garage door lights, lamps in woods, lights on Geddes)
- Keith to work on voting on line to approve invoices, etc...

❖ **Facilities**

- Clubhouse
 - λ Carpet to be cleaned before annual meeting, Saturday, July 19th.
 - λ Rental of clubhouse running smoothly
 - λ Parking of overnight vehicles (RV's, Trucks, etc) in the Clubhouse parking lot must be approved by the Board.

❖ **Contractor Procedure Change**

- Judy moved to strike this item from agenda, not applicable.
- Joshua seconded the motion.
- All approved

❖ **Other**

- Judy to provide full minutes to Keith to post on the web site.
- Joshua requested graphs of expenses be posted with the meeting minutes on the web for co-owner availability.
- Mosquitoes are so bad around the community. Judy to notify KC to get quote to fog property. For health reasons, must notify people before applying application so that they can take what action they deem necessary for their pets or their own safety.
- Parking Violation Complaint

λ Keith to review co-owner complaint. If warranted, letter to be sent to co-owner stating rights to appeal violation at next board meeting.

❖ **Meeting Adjourned**

- Joshua adjourned the meeting at 9:45 pm
- Keith seconded the motion.
- All approved.