



Woodlands of Chatterton Village

Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes – April 21, 2016

7:00 – 9:00pm

Call to Order: 7:15 pm

Roll call: Lynn Mullaly, Bob Davis, Bonnie Donaldson, Kim Mosey

Absent: Dennis Prichard, Prashant Krishna Panneerselvam

Review of minutes of preceding meeting: Minutes from the March 24, 2016 meeting. Lynn motioned to approve the minutes; Bonnie seconded. Motion approved.

Open Forum: no comments

Reports of officers, committees, and management company

Vice President: no reports at this time.

Treasurer: report given by Kim Mosey

- Operating checking: \$119, 243.38
- Reserves: \$333, 893.44
- Morgan Stanley investment update – account has been opened and the check will be sent this week.
- Move bulk of funding to roof reserve – with the plan for road resurfacing, it was proposed to reduce the funding to the road reserve to \$500.00 and remaining \$1167.00 to move to the roof reserve. Tabled for May meeting.

Committee updates:

• **Social Committee:** garage sale plans were reviewed – Kim will add garage sale information to the website.

• **Clubhouse Update:**

- Trash can at side door is being used by community but is not associated with the clubhouse; therefore, no one is taking the can to the curb on trash day. For now the garbage can will move to inside the pool fence.
- Rental issues were discussed. If a cleaning is required Annette will invoice KC Property as needed. A credit will be issued to the renter for assisting with a clean-up.
- Bathroom floors: Non-slip treatments proposals are being sought. Non-slip treatments that have been researched have been for cement floors not tile. It was suggested that we could research different mats to alleviate the marks appearing on the tile instead of a non-slip treatment. KC Property will search different mats which do not leave black residue and update at the May meeting.
- During the summer months, the pool company will not be cleaning the bathrooms on the weekend. This could cause bathrooms that would need cleaning for clubhouse rentals. KC Property will ask Annette if she will clean on Saturdays if there renters.
- Clubhouse carpet/tile - Replacement carpet/tile proposals moved to May

- Pet Waste – was discussed. Still an on-going problem within the community. It was suggested we purchase pet waste containers. Bob motioned to purchase 4 pet waste containers; Lynn seconded. Motion passed. KC Property will purchase 4 pet waste containers and have them placed in the grass areas around the mailboxes. The landscaping company will be asked to remove the waste each week.
- Neighborhood Watch: no report at this time.
- Three Community Panel: Kim has not been able to contact the Village and has contacted Twin Oaks for the information about Square. Square is current on their payments for the fountain, the Village is not. Kim will continue to pursue.

KC Property

Management reports, inspections, work orders

- Insurance renewal – property insurance has been renewed. Co-owners can contact KC Property for more information if a certificate for their mortgage company is required.
- Update on pool telephone – telephone will be turned on this month.
- Street Light Poles Norwich and Ormskirk–installation date is pending; Kim will have the old poles removed from the grass. Shaun will remove the signs for the new poles. Installation update at May meeting.
- Irrigation company- proposals were reviewed. Lynn motioned to accept Grounds and Gardens proposal; Bob second motioned. Motion passed. Date for sprinkler systems startup will be updated in May.
- NorthStar pool update –Kim will email NorthStar Pools and confirm opening date and send Bonnie the date for the May Newsletter.
- Pond fountain proposals – fountains have been repaired and are operating.
- Alarm System Inspection – confirm scheduled in June and will update a confirmation at the May meeting.
- Concrete and road resurfacing – confirmed proposal from Birmingham Sealcoating was accepted with conditions. Project start date and plan for communicating to residents will be reviewed at May meeting.
- Drainage project for 2016 – proposal was reviewed. Bonnie motioned to accept Northern Pines proposal for 3 buildings; Lynn seconded. Motion passed. Kim will choose 3 buildings based on need. Kim will update on which 3 buildings and when the work is scheduled.
- Drainage behind buildings 18 & 20- was discussed. Ongoing problem creating standing water most of the summer. Northern Pines proposal was reviewed. Bob motioned to accept proposal; Lynn second motioned. Motion approved. Kim will schedule work and update at the May meeting.

New Business

- Front entrance flowers – update of recommendations of Northern Pines. Bulbs in the fall; mums in the fall; annuals will be planted – was tabled until June meeting. Kim wanted to remind everyone mulch has been budgeted for this year and will build its installation into the schedule this summer.

- Landscaping plant replacement – Northern Pines proposal reviewed. This work was planned for last season, but the plants which were to be purchased were not in top shape or unavailable. The Board deferred planting to this spring. Bob motioned to accept replacement proposal. Bonnie second motion. Motion passed. Plan with dates to this project will update at May meeting
- Garage Light bulb replacement – LED bulb costs; stock clubhouse – pending.
 - Grounds person for changing garage light bulbs – continue advertise in newsletter
- Street Sweeper this spring – discussed the need. Tabled for May meeting.
- Dumpster for spring cleaning – will confirm June 1st arrival and removed June 6th at May meeting.

Old business

- Metro Alarm – Received zones. Kim will email a copy of zones to Board members.
- 47587 Ormskirk – gutter replacement - waiting for weather to break. Work order will be completed.
- Review and discuss policy on advertising in WOCV newsletter. Tabled for May.

Items for future newsletters: dumpster

Next HOA MEETING: Thursday, May 26, 2016

Adjourned: 8:55pm