



**Woodlands of Chatterton Village Homeowners Association Board of Directors**

**Minutes Thursday June 19, 2014**

7:00 – 9:00pm

- **Roll call:** Judy Curcio, Lynn Mullally, Stuart Lazar, Bonnie Donaldson, Josh Vaselli-absent  
Kim Mosey
  
- **Adoption of agenda:** motion to approve by Judy, seconded by Stuart, motion approved 4-0.
  
- **Review of minutes of preceding meeting on May 15, 2014** - motion to approve by Judy, seconded by Stuart, motion approved 4-0.
  
- **Open forum for residents**
  - Garage Door Responsibility; 47587 Ormskirk Dr., Yolanda Everett. The garage door is damaged and as is the front door. Kim will send someone to view and record the damage.
  - 47540 Ormskirk - Tenant is disputing van violation. Fine has been removed from the account. DTE van cannot be parked on property – violates commercial van on property policy. Parking rules were reviewed.
  - Stuart asked Kim to put the **Alteration** Modification form on the website.
  - 4046 Norwich –landscaping around my unit has divots and I've had to plant grass seed myself. Landscapers are not removing clippings from porches and sidewalks. Kim will contact the landscapers and let them know.
  
- **Reports of officers, committees, and management company**
  - President: Garage Sale update – was a big success. A volunteer has come forward to do another one next year. Nonprofit company came at the conclusion to pick up anything co-owners did not want and gave a tax receipt.

- Vice President: reported pool key cards not working. This issue is addressed in the KC Property report.
  
- Treasurer:
  - Operating checking: \$47,928.00
  - Reserves: \$188,132.40
  - Capitol Reserve Funding – tabled to July
  - The need to consider moving funds to another bank was discussed
  - We are required to move 10% into reserves, goal this year is 14%
  - Discussion to update co-owners on the reserve study
  - Stuart shared the common expenses the Association incurs
  - Larry, co-owner, asked why we didn't have the calcium chloride "socks" put on the roofs to help avoid the ice dams.
  
- Committee updates:
  - Clubhouse: Annette Solomon – no updates at this time.
  - Social: Annette Solomon – no updates at this time.
  - Neighborhood Watch: Dennis Prichard – no updates at this time.
  - We are always looking for ideas and help with committee work.
  
- Three Community Panel: is the square and village share responsibility for the pond so we communicate with each other. The Square has paid \$2162.62 and still owes \$1529.95. Village has not paid anything, still owes \$3715.43

**New business**

- Snow Emergency Policy - tabled
- Salt Bucket Policy - tabled

- **KC Property Services**

- Management report, inspections, work orders

- Metro Security

- Keycards-are not working for entrance to the pool. New cards are not working but the old cards are. Security company made changes within the system. We are not billed for his time, but need him to correct the programming so the newly issued cards work. Stuart asked Kim to report what the cost of the cards was. Kim is now asking the security company to come to the site to get this up and running. Kim will send a letter to co-owners explaining the problems incurred with this system. Kim made the commitment this system will be up and running within 15 days.

- Video access – up and running

- Northern Pine Update:

- Mulch schedule no later than 2nd week of June this is the 3<sup>rd</sup> week in June. We need better service. Mulch is scheduled for Tuesday. Kim will verify exactly what will be reimbursed for the missed cut and put it in writing. What is our exact day we are scheduled to be cut? Multiple days late, two missed cuts. We need the removal of dead bushes and trees.

- Flowers scheduled for planting.

- Review front entrance bid and bid to remove dead bushes/trees throughout complex. – This will be negotiated with Northern Pines to replace the service cuts we did not receive.

- Sprinkler system: Judy explained the needs for the damaged irrigation sections. Major damage at building 2 with the main valve. Several control panels have issues, Kim will present to irrigation company noting the cap allowed for repairs not to exceed \$5000.00, motion passed 4-0.

- Cement work on sidewalks and entrance ways 4 units – motion to choose DeLuca Construction, Stuart, and Judy seconded; motion passed 4-0.

- Street Cleaning bids:

East Side Maintenance Parking Lot is \$300.00

Still waiting on Canton Township's bid

### Old business

- Condominium By-Law and Master Deed Changes proposed in fall of 2013. Board to review previous changes and if possible work to get small parts of changes approved by members. See attached Matrix changes proposed from 2013.
- KC to Update: Paint project Bldgs. #12, 13, 14, 18, rescheduled to June 30<sup>th</sup>. Kim will send the building residents a notice of the change.
- Caulking around front porches and sidewalk: 2 Bldgs. completed in 2013, balance to start in the spring. KC to get proposal from LJU for caulking current bldgs. that need painting. - pending
- Pat Gilson requested consideration for caulking buildings; he still has supplies from painting the buildings last year. After discussion it was decided, we will contact him for a bid as soon as funding is available.
  
- Trackers:
  - Proposed bike path btw Village & WOCV - tabled
  - Drainage repairs: "B" units on front side of buildings need completion. - tabled
  - Garage doors need painting - tabled
  - Caulk garage areas between building and drives tabled
  - Side walk repairs 2014 - tabled
  - Higher quality mulch 2014 – scheduled to be delivered next week.
  - Glass bulletin board for pool area - 2014 - To be purchased and installed June 2014 –purchased and will install as soon as it arrives.
  - Proposed Clubhouse house carpet vs tile - tabled
  - Complete Drainage B units 2015 - tabled
  
- Work requests ON HOLD - Kim will review and report back in July

- 47604 Ormskirk: Rebury drain pipe
  - 3858 Radcliff: Caulking around front door has been completed
  - 47704 Pembroke: Caulking around front door needs to be replaced
  - 47464 Pembroke: grass in poor shape has been repaired
  - 3990 Norwich: front porch cracking will be scheduled for repair
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- Executive session:
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- Items for future newsletters: Judy will send info regarding window repair, another garbage reminder, an article to residents asking them if they notice a solicitor which violates policy, to please contact police and report it. Please contact Kim at KC Property if you are interested in serving on a committee.
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- Next HoA meeting: Annual Meeting, Wednesday, July 16, 2014
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- Adjourned: 9:27pm