

Woodlands of Chatterton Village Homeowners Association Board of Directors
Minutes • Wednesday September 26, 2013
7:00 – 9:00pm

- **Roll call:** Judy Curcio, Ryan Haas, Annette Solomon, Kim Mosey from KCPS.
Absent: Keith Rainwater
- **Adoption of agenda:** Approved
- **Review of minutes of preceding meeting on August 28, 2013:**
- **Open forum for residents:** Bonnie Donaldson- (47667 Ormskirk Dr.) received violation for garage door frame. Requested paint but color is different so wanted to check on color. G&G dug & cut cable line so AT&T drilled hole in balcony.
- **Reports of officers, committees, and management company**
 - President: No report
 - Vice President: No report
 - Treasurer
 - Year-to-date summary:
 - Operating checking: \$49,767.31
 - Reserves: \$108,669.21
 - Encumbered from reserves: bldg. 18 irrigation project; bylaw & master deed rewrite
 - Committee updates:
 - Community Standards: Keith is stepping down. Need volunteers. Will advertise in newsletter.
 - Clubhouse: Decrease in rentals. Carpet cleaning scheduled for 9/30/13. Will decrease cleanings from twice to once per month.
 - Social: Update of September 7th event with Canton Fire & Police. Halloween party Oct. 25 or 26th.
 - Neighborhood Watch: Post a notice for a co-chairperson to aid current chairperson. Request that co-owner turn on porch lights due to community darkness.
 - Three Community Panel: Met Sept. 16th, walked pond area to review improvements. KCPS has map regarding boundaries for flower beds. Need 2014 season bids for pond area appx. November 2013.
- **KC Property - management report, inspections, work orders -**
 - Security Camera being moved, Will bury cable in ground around fence; KCPS to advise completion with Metro Security; Metro advises changing internet provider from ATT to correct connection problems. This may also be the cause of new pool card failures. KCPS to change clubhouse internet provider to Comcast. WOCV needs static IP address. Proposed date Oct. 5th.
 - 47523 Ormskirk Dr. - schedule warranty work on porch overlay – Company (Ultimate Concrete Solutions) does not return KC's calls. Need direction to pursue further or look into a different fix, suggestion: raising pad by injecting solution. KCPS will get estimate from G&G to regrade the landscape at porch perimeter & to extend downspout. Replace gutters with larger ones to accommodate water fall.

New business

- KCPS - Kim to talk on benefits of KCPS service.
 - Hired maintenance manager- Shawn Mosey.
 - KCPS to use updates on report for (tracking & statistics software) work orders, violations, etc.
 - Lori as possibility for WOCV property manager with a transition period from Kim.
- Review Annual Meeting Procedures:
 - Items for Presentation

- Campaign to solicit new board members and committee assistants during door-to-door voting campaign

Old business

- Condominium By-Law and Master Deed Changes:
 - Time frame proposed for voting:
 - ✓ 8/1 Mailed to co-owners
 - ✓ 8/28 Special session at Clubhouse with Mr. Mackower
 - ✓ 9/12 Promote voting door to door
 - ✓ 10/4 Ballot count
 - ✓ 10/7 – 10/9 call campaign to off-site co-owners
 - ✓ 10/19 Count ballots
 - ✓ 10/23 Annual Meeting - KC needs to mail/email proxies to co-owners.
- Dues increase proposed for FY2013-14 Budget – budget approved effective Nov. 1, 2013
 - FY2013 – 14 budget items added
 - Caulking 2014: Review quotes for caulking.
 - Side walk repairs 2014
 - Increase monthly reserve contribution (14%) 2014
 - Higher quality mulch 2014
 - Glass bulletin board for pool area - 2014
 - Proposed Clubhouse house carpet vs tile - see quote - 2014
 - Bury drainage lines - KC walked with Twin Oaks and Grounds and Garden to point out what will be needed in their proposals. They were also asked to submit their proposals in stages because of cost. Would like to add to 2014 budget, all or partial.
 - Complete Drainage B units 2015 - Proposals requested
- Grounds and Gardens - Walked with G&G this past Wednesday. Grounds were really soaked. The interruption in power had changed all the timers on the irrigation system. G&G have turned back all the irrigation to (2) days a week and shortened the running time.
 - We will put down a fertilizer with the seeding next week and will put down a winterizer in late October.
 - Shut down of the season for sprinklers will be mid-October. Need to water the lawn a couple times after seed.
 - All shrub replacements were checked by Mike and are doing well. One of the replacement shrubs, juniper, that was missed will be installed next week.
 - The repair between bldg 3 and 6 for irrigation will be looked at and fixed Wednesday (9/27).
 - KCPS will send G&G contract details to approve for winter.
 - KCPS obtaining quote for filling potholes in community
- Trackers:
 - Community improvements on hold:
 - Tree trimming - Complete 2013 - Look at again in 2015/2016
 - Proposed bike path btw Village & WOCV - on hold
 - Drainage repairs: “B” units on front side of buildings need completion. - 2015
 - Work requests ON HOLD:
 - 47604 Ormskirk: Rebury drain pipe
 - 3858 Radcliff: Caulking around front door
 - 47704 Pembroke: Caulking around front door needs to be replaced
 - 47464 Pembroke: grass in poor shape
- Executive session:
 - Liens/Foreclosures:

- Items for future newsletters:
- **Action items from this meeting** – Judy needs 2012 Annual meeting minutes
- Next HoA meeting: Annual Meeting, Wednesday, October 23, 2013
Adjourned: 9:05 pm