



Woodlands of Chatterton Village

Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes – June 30, 2016

7:00 – 9:00pm

Call to Order: 7:10pm

Roll call: Lynn Mullaly, Dennis Prichard, Bonnie Donaldson, Prashant Krishna Panneerselvam,

Bob Davis, arrived at 8:16pm

Phoned in: Kim Mosey

Absent: none

Approval of minutes of preceding meeting: Minutes from the May 26, 2016 meeting. **Dennis motioned for approval;** Prashant 2nd; minutes approved.

Open Forum:

Ormskirk resident inquired about her gutter replacement – KC Property reported they are beginning work orders with a new company, orders have been submitted. Will have a tentative work date; KC Property will email expected date of replacement to resident and Board members.

Resident reported the roads are littered with pebbles and rocks; very unsightly; many areas are retaining water. KC Property explained the roads were not swept this spring due to the pending road repairs.

Resident reported many balconies are in disrepair; many of the wood trim around the units, including the posts are in ill repair. KC Property will prepare a report on units that are in need of repair.

Resident Jerry Downing came to discuss late fees. Prashant and Lynn will meet with him separately.

47416 Pembroke – violation will be removed.

Open clubhouse – it was reported the clubhouse was left unlocked. After an investigation, it was determined the pool company had accidentally left it unlocked. KC Property has spoken with them about the importance of double checking all doors before leaving the property.

Resident asked if signs could be placed in the pool area reminding residents alcohol, glass containers and smoking are prohibited in the pool area.

Resident reported seeing other residents opening the gate to allow access to people who did not have a key card. After much discussion, it was decided a sign would be put on the gate to remind resident not to let those without their key card entry. A newsletter article will also appear in the next newsletter.

Resident reported the back gate is locked. Fire code requires all areas to have two escape routes. KC Property will follow up.

Reports of officers, committees, and management company

Vice President: absent at this time in the agenda.

Treasurer:

- Operating checking: \$82,263.88
- Reserves: \$396,361.97
- Roof Reserve deposit changed and balance moved to Road Reserve will show in July meeting reports.
- Updated funds from 8 units moved to Road Reserve – completed

Committee updates:

• **Social Committee:** Luau planned for July 10. Annette reported the ice cream social was a success. Annette will send all the dates for upcoming events to Bonnie for the newsletter.

• **Clubhouse Update:**

- Bathroom floors: update on search for floor mats which do not leave black residue on floors. Tabled to July meeting.
- Bathroom Cleaning (weekends) -updated on weekend bathroom cleaning for clubhouse rentals. Annette who is currently does it, along with the trash pick-up around the community will be moving. Another person will be needed to complete these tasks. It was also reported the pool company is not restocking the bathrooms. KC Property will follow up to remind them.
- Clubhouse carpet/tile - Replacement carpet/tile proposals - proposal was prepared and was tabled to the July meeting.
- **Neighborhood Watch:** As of today, Canton declared a ban on fireworks and recreational fires on all township properties. Kim will send an email blast.
- **Three Community Panel:** update on status of invoices and contact was tabled until the July meeting.

KC Property

Management reports, inspections, work orders

New Business

- Estate Sales- resident asked if Estate Sales were permitted. After discussion, Bonnie motioned to prohibit Estate Sales; Dennis seconded the motion. 3 votes in favor; 1 abstained.

- Clubhouse – security. Discussed in Open Forum.
- Matrix – was discussed. There is a common issue with A-units having water issues. Tabled for more research.
- WOCV Website – was reviewed. We continue to pay monthly for maintaining the website. This website is grossly out of date. Each page was reviewed. Out of date information was pointed out. KC Property will follow up and make the corrections.

Old business

- Street Light Poles Norwich and Ormskirk—update on installation of street signs and removal of old poles. KC Property reported old poles will be removed by Friday of next week and the Norwich street sign replacement would be ordered.
- Bee nests – Board member reported the company who removed the bees nests at the clubhouse left the nests laying around the pool area. KC Property will follow up with the company.
- Violations follow up – planters located around the community on the sidewalks in front of the garages and walk ways leading to units are still there. These planters are in violation of the commons area rules. Sidewalks must be clear for walkers and emergency personnel to reach units without obstruction. KC Property will follow up with a courtesy letter.
- Pet Waste containers – update on who is emptying the baskets. KC Property reported Northern Pines was asked to empty these. KC Property will call them with a reminder.
- Irrigation company- update on sprinkler system – sprinklers are not consistently working. Kim will give Dennis Grounds and Gardens contact information. Dennis/Bob will meet with Grounds and Gardens to assist in resolution.
- Alarm System Inspection – confirm scheduled date in Fall. KC Property reported September will be the target month. Final date will be confirmed at the July meeting.
- Update on overgrown rose bush off of Norwich. KC Property reported this is no longer in disrepair. Arborvitaes off of Norwich – KC Property reported Northern Pines has been treating these bushes and believe they can be restored.
- Road resurfacing – Project start date and plan for communicating to residents. KC Property submitted two letters and a map for review. Board asked the cha “City of Canton” be changed to “Township of Canton”. Letter will be emailed and USPS to each resident.
 - Contract states no sprinklers for 24 hours after sealcoating is applied. No fertilizer for 5 days before and 5 days after to be applied anywhere.

Questions arose about the remaining cracks being filled before the final resurfacing and will the pooling of water at the end of several driveways around the community be resolved. KC Property will follow up the Northern Pines regarding the fertilizer, Grounds and Gardens regarding the sprinklers and the resurfacing company regarding the Board questions.

- Drainage project for 2016 – update on which three buildings will have the poly drainage system replaced. KC Property reported the project is planned for August and will report the dates at the July meeting.
- Drainage behind buildings 18 & 20- project start date – KC Property reported the project is currently on hold as Comcast continues to complete their work.
- Pembroke drainage – update on Northern Pines adjustment. KC Property reported this problem resolved.
- Mulch – project start date – mulch project is completed throughout the community.
- Landscaping plant replacement – project start date. KC Property submitted a list of units where proposal plants will be placed. Planting will begin next week. KC Property will report on completion at the July meeting.
- Garage Light bulb replacement – grounds person update. Marc, a resident, has offered to work with Lynn. Lynn will purchase bulbs and submit receipts to KC Property. Marc will report hours to KC Property.
- 47587 & 47731 Ormskirk – gutter replacement – updated in Open Forum.
- Board member token of appreciation – tabled to July meeting.
- Street Sweeper– discussion of necessity. (tabled until fall)

Executive session: due to the lateness of the meeting these will be reviewed at the July meeting.
Review delinquencies
Ormskirk Property update for sale

Items for future newsletters: pool rules;

Next HOA MEETING: Thursday, July 28, 2016

Adjourned: 9:20pm