

Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes – March 24, 2016

7:00 – 9:00pm

Call to Order: 7:03 pm

Roll call: Bob Davis, Bonnie Donaldson, Prashant Krishna Panneerselvam, Kim Mosey

Absent: Lynn Mullaly, Dennis Prichard

Review of minutes of preceding meetings: November 2015 and February 2016

Bonnie motioned to approve November 2015 meeting minutes; Prashant 2nd

Prashant motioned to approve February 2016 meeting minutes Bob 2nd

Both motions carried

Open Forum:

Resident reported a gentleman representing a utility company came to the door requesting to see their bill. We are a non-solicitation community. Another resident received his business card and will email it to KC Property. KC Property will contact them to explain solicitation is not permitted at Woodlands and ask them not to return.

Resident asked if she can distribute Avon Books. The Board agreed to allow distribution to residents she knows. Board discussed permitting residents in business to advertise in the newsletter. Discussion will continue to develop guidelines. Bonnie will develop a base guideline to continue discussion.

47587 Ormskirk reported her gutter over flows during the rain and is washing everything in front of her unit away. Kim explained the gutters are too small for the size of the roofs which creates an over flow. Smaller gutters have been replaced in the problem areas. Kim will develop a work order.

Reports of officers, committees, and management company

President: Bonnie motion to appoint Lynn Mullaly. 2nd by Prashant, motion carried.

Treasurer:

Operating checking: \$111,306.03

Reserves: \$326,674.98

Approval of 2015-16 Budget – budget was reviewed. Prashant motioned to approve the 2015-16 budget. Bob 2nd. Motion carried.

- Morgan Stanley investment was discussed. Prashant motioned to move \$50,000.00 into the roof reserve from the money market and the remaining balance transitioned to Morgan Stanley. Bob 2nd the motion. Motion passed.

Committee updates:

Social Committee: will be meeting to plan activities this year.

- Garage Sale – May 22, Sunday 8am – 2pm Questions can be sent to Docsolo23@gmail.com

Clubhouse Update:

- Rentals are increasing. Currently we are cleaning the clubhouse once a month. We will move to twice a month during the summer months. Annette will be changing the clubhouse code as the bathrooms are being

used during the week and left a mess. The on-site contractors are probably the ones using it. KC Property will collect proposals for replacement tile and carpet.

- Neighboring resident asked if they could rent the clubhouse. Discussed the risks we would be taking if we rented to a non-resident. Board agreed renting to non-community members would not be a precedent we should begin.
 - Current Woodlands tenant inquired about renting the clubhouse. After discussion the Board decided it has been past practice not to rent to tenants where the landlord has not completed the required paperwork regarding their tenant. We will continue with this practice.
- Bathroom floors: Non-slip treatment for proposals are being sought.

Neighborhood Watch: no report at this time.

Three Community Panel: New property managers have joined the neighboring communities. KC Property will make contact and update the Board at the April meeting.

KC Property

Insurance renewal – current policy expires April 1st. The current policy renewal shows a savings of \$2000.00. Prashant motioned to approve the renewal, Bob 2nd the motion. Motion passed.

Management reports, inspections, work orders

- Kim will check on the pool telephone.
- Street Light Poles Norwich and Ormskirk–Bob motioned to accept Motor City

Electric Utilities Company. Prashant 2nd the motion. Motion passed.

- Irrigation company proposals are being sought. Date for sprinkler systems start up.
- Pool Proposal from NorthStar was reviewed. Needs to include bathhouse cleaning. Prashant motioned to accept the NorthStar proposal, including the bathhouse cleaning. Bob 2nd the motion. Motion passed.
- Pond fountain proposals – will be sought to include the discussed repairs.
- Alarm System Inspection – scheduled date planned for April meeting. Anticipated date in June.
- Concrete and road resurfacing – proposals were reviewed. Bob motioned to accept the Birmingham Sealcoating for concrete and road resurfacing not to exceed \$25,000.00, proposal to include 5 ton asphalt, and a 10% or more reduction in costs, if work is not completed within the agreed timelines. Prashant 2nd the motion. Motion passed. KC Property will update with the anticipated dates and an itemized list of the complete project.
- Drainage project for 2016 - update at April meeting.

New Business

- Front entrance flowers – perennials; tulips for front entrance; proposal to be sought from Northern Pines. KC Property will be walking the grounds with Northern Pines to discuss landscaping. KC Property will update in April.
- Roofs update – future plans were discussed. We currently will continue with the 5 year replacement plan as the funds continue to build in the Roof Account.
- Garage Light bulb replacement – LED bulb costs; stock clubhouse – update in April.
 - Grounds person for changing garage light bulbs – still seeking someone to continue this work. Will advertise again in the newsletter.
- Street Sweeper this spring – KC Property will bring a proposal to April meeting.
- Dumpster for spring cleaning was discussed. KC Property will seek a proposal for the dumpster to arrive on June 1st and removed on June 6th.

Old business

- Metro Alarm – update - waiting on zone to address check lists for all outside alarm boxes. Will update at April meeting.

Executive session:

Items for future newsletters: soliciting article; garage light bulb replacement person

Next HOA MEETING: Thursday, April 28, 2016

- *Due to a scheduling conflict, the April meeting will change to Thursday, April 21, 2016.*

Adjourned: 9:14pm