

# CHAPEL GROVE HOMEOWNERS' ASSOCIATION

## Minutes of the Board Meeting

February 25, 2009

The Board of Directors of Chapel Grove Homeowner's Association met at Waugh Chapel Elementary School on Wednesday, February 25, 2009. Present were:

Doug Zander – President  
Tracey Warren – Vice President  
Heidi McLean – Secretary  
Neal Berger – Treasurer  
John Fassen – Member-at-Large  
James Frank – Member-at-large  
Kerrie Wilson – ProCom  
Gail Kramer – Recording Secretary  
Nancy Gossard – Homeowner  
Marion Moore – Homeowner  
Josh Mahoney – Homeowner  
Six additional homeowners

Absent: Byron Malogrides – Member-at-Large

### **CALL TO ORDER**

Doug Zander called the meeting to order at 6:37 p.m. Introductions were made.

### **MINUTES APPROVAL**

Heidi McLean motioned to approve the minutes from the September 24, 2008 Board meeting. Jim Frank seconded the motion. There was no additional discussion and the motion was unanimously approved.

### **PRESIDENT'S REPORT**

Doug reported the new Board has already held two planning meetings and everyone is committed to working for the betterment of the association.

### **TREASURERS' REPORT**

Neal Berger provided the following report:

- The association operated at a \$14,000 surplus last year.
- Building reserves. The investment more than covers reserve balance.
- Thinks the association can only be invested in money market funds.
- Neal motioned to accept the audit engagement letter from Strauss & Associates for \$1,150. Jim Frank seconded the motion. There was no additional discussion and the motion was unanimously approved.
- Kerrie was tasked with asking the auditor why the pool equipment is not included on the personal property return.

### **PROCOM REPORT**

1. Transfers of Ownership

- 1708 Jonfree Court, Ahmed & Alesia Mezaache, \$675,000
- 2494 Jostaberry Way, Jesse Buppert & Laura Yingling, \$344,000

2. Projects Completed/Underway

- Approved permit – school use January – April 22<sup>nd</sup>
- Personal property tax
- Smith Barney signature card
- Seasonal Changes – inspection report, newsletter and tree guarantee
- Belair Electric – pool parking lot lights
- Bartlett Tree – 2009 plant care program
- E-mail correspondences: 2412 Killarney foreclosure, “harassment”
- E-mail complaint, letter sent: 2435/2437 Killarney, trash
- E-mail complaint, letter sent: 2412 Killarney, security concern
- Letter received re: Burchett fence ACC approval

**OLD BUSINESS**

- Seven trees were replaced in the fall. Seasonal Changes will extend its one time replacement guarantee.
- Kerrie reported there are possible maintenance issues with several of the lights in the pool parking lot. Belair has submitted a proposal but the Board asked Kerrie to secure additional bids and outlined the criteria to be included in the request.
- Kerrie provided the history of the gatehouse electrical issues and explained there may be a break in the line. Tracey will develop the appropriate scope of work verbiage to be used when seeking proposals and report back to the Board.

**NEW BUSINESS**

- Neal reported there is a problem with lights going out in sequence in the town home section from Miracrest to Lamoka to Arkblack. Kerrie will get the numbers from the poles and report the issue to BGE.
- Neal volunteered to be the on-site pool contact. Kerrie will give this contact information to Anchor Aquatics.
- There was extensive discussion concerning the trees that were identified as possible risks. The trees will be taken down but they will not be removed. Heidi motioned to accept a bid from Knabb’s to take down the trees as outlined in the proposal at a cost of \$10,175. Jim seconded the motion. There was no additional discussion and the motion was unanimously approved.

**COMMITTEE REPORTS**

**Communications** – Heidi reported she is the committee’s Board liaison. Danielle Mahoney has agreed to work on the newsletter again with Heidi and their initial goal is to publish it quarterly. They will also work to post more information on the website.

**Covenants** – John Fassen reported he is the committee’s liaison. Kerrie noted the following architectural change requests were approved:

- 692 Alliance
- 1557 Starstella – patio/walkway
- 776 Seneca
- 1309 Rome
- 1504 Criterion
- 

John noted the committee reviews change requests every 2<sup>nd</sup> Thursday.

**Landscape** – Tracey is the committee’s and noted the most pressing issue is the electrical problem at the gatehouse. The Board is also reviewing its contract with Seasonal Changes. Heidi said Tracey has suggested a community beautification day where the homeowners work together on the landscaping.

**Parking** – Jim is the committee’s Board liaison and explained the towing policy

**POOL** – Neal is the liaison and announced he is looking for volunteers for the committee. The committee is considering several issues, i.e., pool enhancements, extending operation hours, adult swims, etc. Anchor Aquatics is contracted to manage the pool. The committee will also consider pass distribution procedures.

**Safety** – Doug reported Byron is the committee liaison. The traffic circle will be addressed at the March Board meeting.

**Social** – Doug is the liaison and will work with committee members to plan the year’s social events for adults and children. Doug noted the board has identified communication as one of the shortfalls and it will be great to have Heidi working on the issue. Jim again suggested installing a signpost that can be used to notify homeowners of upcoming events, meetings, etc. Doug said the issue could be addressed at a planning meeting.

## **HOMEOWNER COMMENTS**

1. Heidi asked if James is still the Webmaster. Kerrie said yes.
2. Josh Mahoney noted the problem with Jim’s suggestion to install a signpost before was that the group could not reach consensus on style, location, need, etc. The Board agreed to discuss the issue at a planning meeting.
3. Marion Moore asked if it is a privacy issue as to which homes are foreclosed on in the community. Kerrie said it is public record posted in the newspaper but the Board won’t publicize the information. Neal said it’s a liability issue of defamation. Marion said she would like to know how many homes are foreclosed on in the community. Kerrie said there are two or three foreclosures homes in the community.
4. A homeowner noted there is huge problem with pet waste in the back of the community. Discussion ensued.

5. A homeowner asked if there are any plans to install an additional playground in the community. Josh suggested the Board come up with a budget and then the landscape committee would research the issue.

**ADJOURNMENT**

Jim motioned to adjourn the meeting to go into executive session. Heidi seconded the motion. There was no additional discussion and the motion was unanimously approved.

**CALL TO ORDER**

Doug re-opened the open session to homeowners at 8:55 p.m. There were no homeowner comments.

**ADJOURNMENT**

Jim motioned to adjourn the meeting at 8:56 p.m. Neal seconded the motion. There was no additional discussion and the motion was unanimously approved

Approved as written: \_\_\_\_\_

Approved as amended: \_\_\_\_\_

Submitted via e-mail to Kerrie Wilson at ProCom

Gail Kramer/Recording Secretary

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