

CHAPEL GROVE HOMEOWNERS' ASSOCIATION

Minutes of the Board Meeting
September 24, 2008

kwilson 10/9/08 10:20 AM

Comment:

The Board of Directors of Chapel Grove Homeowner's Association met at Waugh Chapel Elementary School on Wednesday, September 24, 2008. Present were:

Nancy Gossard – President
Luella Bressler – Vice President
Jim Frank – Treasurer
Mike Miller – Secretary
Byron Malogrides – Member-at-Large
Scott Wallace – Member-at-Large
Doug Zander – Member-at-Large
Kerrie Wilson – ProCom
Gail Kramer – Recording Secretary
Marian Moore - 1526 Star Stella Drive
Seven additional homeowners

CALL TO ORDER

Nancy Gossard called the meeting to order at 7:03 p.m.

APPROVAL OF MINUTES

The Board reviewed the minutes from the August 27, 2008 Board meeting. Jim Frank moved to approve the minutes as written. Doug Zander seconded the motion. There was no additional discussion and the motion was unanimously approved.

PRESIDENT'S REPORT

Nancy provided the following report:

1. The annual meeting will be held on October 22, 2008. It is an important meeting that requires a certain number of homeowners represented either in person or by proxy to constitute a quorum, which is required to have a legal meeting. All of the Board's terms are ending so there are seven open Board positions. Nancy will not be running again because she plans to move next year. Homeowners were asked to contact Kerrie if they would like to run for the Board. Kerrie explained the absentee ballot and informed homeowners nominations are also accepted from the floor.
2. Winchester Homes only has four more homes to sell and will be out of the community by the end of the year.
3. Dan Hall, a covenants committee member and attorney, spent an enormous amount of time re-writing portions of the documents. Homeowners were advised to watch their mail for information regarding proposed changes to the covenants.
4. The reserve study has been completed.
5. The 2009 budget will be finalized by the annual meeting.
6. Asked for volunteers for various committees.

TREASURER'S REPORT

Jim Frank provided the following report:

Cash on hand in checking:	\$ 56,830.00
The investment at Smith Barney is:	\$361,254.00
a. Reserves operating/rainy day =	\$189,744.00
b. Reserves repair/replacement =	\$170,974.00
Total income for the month:	\$ 28,828.00
Total expenses for the month:	\$ 28,469.00
Net income for the month:	\$ 359.00
Net income (loss) year to date:	\$ 37,859.00

- The Board is working on the 2009 budget. The figures look good; they are in line with the past year. He doesn't think the dues will need to be raised.
- Byron said he couldn't endorse the report. \$54,000 needs to go from the checking account to the capital reserves. Also need to move \$60,000 from the rainy day fund to offset the budget. He also noted the \$13,000 from last year needs to be put into the rainy day budget. There is some bookkeeping that needs to get done.

Jim said there was money specifically allocated last year that didn't go into the rainy day fund. The Board put in a line item on last year's budget of \$60,000 of income taken out of cash on hand to go into this year's income. Jim explained it never got officially moved and moved back.

Byron said if \$60,000 is not taken out of Smith Barney account to pay the bills there will be a real problem. \$54,000 needs to be paid by the end of the year. Byron asked Kerrie Wilson to have Jerry Pruchniewski of ProCom look at the issue. Jim said he would be happy to talk to Jerry about it.

- Doug tasked Kerrie for an estimate of completion so the Board knows exactly where the budget stands.

PROCOT REPORT

Kerrie provided the following report:

1. Transfers of Ownership
 - a. 2427 Jostaberry, Margaret Milhorn - \$365,000
 - b. 2473 Jostaberry, Anthony Johnson - \$367,000
 - c. 689 Reliance, Ronald and Fabiola - \$650,000 (\$5,300 in closing help)
 - d. 729 Seneca, Shannon and Thomas Steg – Sale price unknown
2. Projects Completed/Underway
 - a. Winchester Homes:
 - E-mail and page excerpt regarding common trees
 - Attorney opinion regarding trees and speeding
 - State Farm statement – dead on common ground, HOA liable
 - Section 4, one year warranty termination
 - Walking path update

- Paving of sections five and six on September 29, 2008
- b. Seasonal Changes inspection report and newsletter
- c. State Farm notice regarding condos (informational purposes only; does not apply to HOA)
- d. Approved facility use permit until 12/24/08
- e. Letters sent to individual homeowners regarding not stopping for the school bus, lawn maintenance, unapproved satellite dishes, broken window, faulty irrigation, and commercial signs.

COMMITTEE REPORTS

LANDSCAPE –

Doug provided the following information:

- Tasked ProCom with ensuring the Board is involved with the walkthrough of sections five and six with Winchester Homes.
- There are approximately 35 trees in sections five and six that need to be taken down by Winchester Homes because the area has not been turned over to the association. Once the area has been turned over the association becomes responsible for trees on common areas.
- The Board has tasked Kerrie with seeking bids from tree companies for their best and final offer to take down (not remove) dead trees the association is responsible for. Doug explained there is a specified line in the outer parts of the community that constitutes the conservation area. Nancy explained the builder's responsibility with the county in regard to re-forestization. Kerrie explained the conservation area.
- A homeowner reported she has two trees that are ready to fall and Winchester Homes has said there isn't anything they can do. Kerrie said David Morck of Winchester Homes was told the Board was not going to take no for an answer; Winchester would be held responsible for the trees not yet turned over to the association. Winchester has agreed to look at specifications provided by Bartlett Tree Experts and inspect the trees. If a tree has a red dot it has been identified as being a safety concern. Extensive discussion concerning county permits ensued.
- Nancy explained problems associated with disruption to trees due to construction and the expenses associated with keeping trees healthy.
- Marian Moore said 95% of the trees died around the pond and the only trees that lived are the ones that benefited from her irrigation system. Byron noted the seedlings went in on the side of the ponds to help with erosion. Scott Wallace asked if any thought has been given to over seeding the area with wild flowers.
- Marian noted there is a lot of bare soil around the pond and Winchester used to re-seed the area every fall; which is no longer done. Kerrie was tasked with contacting the county re-forestization representative to schedule a walkthrough of the property. Kerrie will contact Doug after she schedules the appointment. Byron suggested Kerrie invite Marian to join them.

PARKING –

Kerrie said the county will not give her information on where they manufacture their street signs so she is unable to find a perfect match. Byron contacted Nestor Flores of the county's traffic engineering department to ask the same question but he did not return the call.

POOL –

Luella Bressler thanked the pool committee chairs, Joann Simmons and Susan Lizzi for their hard work this summer. The committee previously provided the Board a summary of the season and suggestions for improvements to the pool pass process and the facility. The Board has received a renewal contract from Anchor Aquatics. Luella moved to approve a two year contract (at no increase the 2nd year) with Anchor Aquatics at a cost of \$36,500. Jim seconded the motion. There was no additional discussion and the motion was unanimously approved.

SAFETY –

Byron provided the following information:

- Officer Henry had the highest ever number of stops this month. The Board plans to continue with the program.
- The county is installing a temporary circle at the intersection in front of the pool in an attempt to slow down traffic. The association will determine its success in three to six months and then vote on whether to make it permanent or remove it. A homeowner said she is concerned how larger vehicles, i.e. buses, trucks will navigate it.
- Another homeowner asked why speed humps aren't installed. Byron said the county won't allow the installation of speed humps because according to the traffic surveys there is not enough traffic volume to warrant them.
- Jim asked if speeders could be fined by the Board. Kerrie said there is a provision in the guidelines that allows the Board to fine homeowners for being a nuisance. The association's attorney submitted an opinion on the issue and Kerrie e-mailed it to the Board. The attorney said the Board could fine homeowners for speeding but it would have to be added to the association's guidelines. Discussion ensued.
- Nancy noted the community hasn't had any vandalism lately and thinks Officer Henry's presence helps.

SOCIAL –

Nancy reported a social event will be held on October 25th. Byron said the safety committee will be involved.

HOMEOWNER FORUM

A homeowner asked if there will be street lights installed in the back of the community before Winchester Homes leaves. Scott said Winchester should install them before they leave; that's typically the last thing they do.

ADJOURNMENT

The meeting adjourned at 8:03 p.m.

Approved by: _____ Date: _____
President

Submitted via e-mail to Kerrie Wilson at ProCom on October 8, 2008
Gail Kramer/Recording Secretary
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