



DATE	01/08/2008	LOCATION	10018arkland Dr.
TIME	7:30 pm	SCRIBE	Jennifer Wardell
MEMBERS	Mike Cianciolo	Ken Ziegler	Jennifer Wardell
	Chrissy Walters	Shelley Shipley	
Absent:	Melissa Mertes	Susan Bard	
GUESTS			

### MEETING MINUTES

Call to order 7:38 pm

Approval of Minutes

Minutes from 11/26/2007 approved as written.

Communications

Treasurer's Report

-Credit balances- There are 5 total. They will stand as written.

-See enclosed account report.

-Mike included a proposed budget, and Chrissy set up an actual to be filled in as the year progresses.

This year is a mulching year. The quote from Turfscape is \$2275 not including tax. The total Turfscape contract for 2008 stands at \$18,916.06 for the year (not including the tax on the mulch.) We are still trying to determine if we want to get an easement from the city to maintain certain areas they now own, but need regular mowing. Our city contacts are Derek and Amy.

10108 Andover was a foreclosure. The new owner took possession on January 4, 2008. This account will have to be written off.

Mike motioned to clear account due to foreclosure and transfer. Shelley seconded. All were in favor.

10289 Dayflower transferred ownership in April of 2007. They have a due balance of \$500. Revere Title is the responsible party for the transfer. Mike spoke with the lawyer and they can write a letter of demand for \$85. If the account is paid, they will charge an additional \$42.50. A statement needs to be sent to the current homeowner for \$175 when 2008 statements go out. That is \$75.00 for last year and \$100 for this year. Since it was our error in not invoicing them sooner, there will be no late fees.

-Mike motioned that we have Kaman & Cusimano draw up the letter of demand to Revere Title. Ken seconded. All were in favor.

Sheds-no recent action has been taken. 9942 Brookhill and 9906 Parkland have unclaimed letters; 9970 Forest Lake and 10061 Forest Lake have until later this month.

A letter needs to go out to 9906 Parkland Dr. regarding the receipt of his letter.



### New Business

#### Assessments:

-10282 Andover, 10338 Andover, 9800 Prkland, -Fees from collection letter on 10/26/06 do not apply. Account was paid and it is not advisable to ask for more money after the fact.

9856 Parkland, 1375 Silverdale, 1391 Silverdale, and 10396 Springwood are all fees that must be written off. These were satellite dishes and chain link violations.

Mike motioned to assess \$75 to 10291 Andover for collection letter on 10/26/06 that is included in the lien amount. Shelley seconded. All were in favor.

Mike motioned to assess \$75 to 10346 Andover for collection letter on 10/26/06 that is included in the lien amount. Ken seconded. All were in favor.

Mike motioned to assess \$75 to 9923 Brookhill Circle for collection letter on 10/26/06 that is included in the lien amount. Shelley seconded. All were in favor.

Mike motioned to assess shed violation costs to 9942 Brookhill Circle. Ken seconded. All were in favor.

Mike motioned to assess \$75 to 9953 Brookhill Circle for collection letter on 10/26/06 that is included in the lien amount. Ken seconded. All were in favor.

Mike motioned to assess \$75 to 10289 Dayflower for collection letter on 10/26/06 that is included in the lien amount. Shelley seconded. All were in favor.

10030 Forest Lake-Shed was removed.

Mike motioned to assess shed violation costs to 10061 Forest Lake. Shelley seconded. All were in favor.

Mike motioned to assess \$75 to 9758 Parkland for collection letter on 10/26/06 that is included in the lien amount. Ken seconded. All were in favor.

Mike motioned to assess shed violation costs to 9906 Parkland. Shelley seconded. All were in favor.

Mike motioned to assess \$75 to 10014 Primrose for collection letter on 10/26/06 that is included in the lien amount. Ken seconded. All were in favor.

There are currently 30 houses outstanding to be charged the third quarterly late fee.

Mike motioned to assess \$25 late charge to outstanding dues accounts as of Dec. 31. Jennifer seconded. All were in favor.

#### Design Review

Need to send a letter to the 3 prospective members of the DRC.

Rick and Greg need letters thanking them for service once it has been determined that we have a board.

\*Check the fence for repairs and painting.

Ken to review with Joe at Turfscape regarding areas owned by the city. If the cost is not significant to maintain those areas, especially Belmeadow entrance, we will need to work on a landscaping easement with the city.

#### Misc

Chrissy motioned to reimburse Mike \$204.67 for the purchase of the 3 use version of



Quickbooks. Shelley seconded. All were in favor.  
 Ken motioned to reimburse Mike for the return receipt letter sent to 9970 Forest Lake in the amount of \$5.21. Shelley seconded. All were in favor.

10291 Andover has requested we work out a payment plan in a letter dated Dec. 20. this property has a lien placed on it by us. Mike will look into how much she is able to pay monthly. No late fees for 2008 will be charged as long as the homeowner keeps up the payments

Read over the newsletter. Needs to be finalized next meeting.

**Excuse Absent Members**

From meeting on 11/26/07 Mike motioned to excuse Melissa and Shelley. Jennifer seconded. All in favor.

From current meeting Mike motioned to excuse Melissa and Susan. Shelley seconded. All were in favor.

Motioned to adjourn at 9:23. All in favor.

Next meeting Monday January 21 7:30pm @Cianciolo 10043 Forest Lake..

ACTION ITEMS (outstanding and new)	OWNER
1. Check into satellite dish screening 10282 Andover	Design Review
2. Check into storage container size 10203 Andover	.
3. Keep contact with Lawyer on shed violation status	Ken and Mike
4. Have Lawyers draft "Letter of Demand" to Revere Title regarding 10289 Dayflower	Mike
5. Check with Wendy Meister 10291 Andover for payment plan.	
6. Update outstanding monies list and assess 3 <sup>rd</sup> quarter late fees for outstanding dues	Susan
7. Send statements for liens	Chrissy
8. Filing	Ken
9. Letters to prospective DRC members/exiting DRC members	
10. Newsletter ideas	All
11. Check fence for repairs and painting needs.	
12.	

Respectfully submitted,

JENNIFER WARDELL, Secretary

Minutes Approved JAN. 21, 200~~7~~<sup>8</sup> Mike President