



DATE	03/06/2008	LOCATION	Twinsburg Community Center
TIME	7:00 pm	SCRIBE	Jennifer Wardell
MEMBERS	Mike Cianciolo	Susan Bard	Jennifer Wardell
	Melissa Mertes	Shelley Shipley	
	<i>Ken Zeigler-absent</i>	Chrissy Walters	
GUESTS	See attached list		

ANNUAL MEETING MINUTES

Call to order 7:00pm

Approval of Minutes

Minutes from Feb. 11, 2008 approved as corrected. Minutes from Feb. 27, 2008 approved as written.

Communications

Copies of the Budget and Income statements, Collection Policy, and Agenda were available for those in attendance.

1. GPHA Financial Report-See attached
2. Landscaping-see attached report from Ken Zeigler regarding the landscaping (Note that a homeowner is interested in planting some flowers and bulbs in the center island at the entrance. Contact Michelle Genos.)
3. Collection Policy-See attached Policy was found in minutes from a meeting in 2000, but has never really been put into writing prior to July of 2007. It was amended on January 21, 2008. The maximum late fees collected for 2007 is \$75 due to the date the invoices went out, leaving only three quarters to assess late fees.. This year, the maximum late fees assessed will be \$100, or \$25 for each of the four quarters of the year.
4. Design Review Committee- We now have a new committee made up of Ron Schultz, Tim Adams, and Chris Mertes. Submissions for outside work need to be submitted to a board member or to the mailbox for tracking. We need two copies. All submissions will be approved or disapproved in writing. Paint color changes need to go through this committee.
5. Welcoming Committee- We would like to have folders available to new homeowners and include a disk of the Declaration of Covenants and the Rules & Regulations. Also, we want to pass on Board contacts and Design Review information. In planning for the Annual Picnic, we need a rain date. The Welcoming Committee also maintains the Babysitter list.
6. Website- we have a domain name. We need help with webhosting and design.

New Business

There are four positions open on the Board. The board generally meets once a month. Positions are for a 2 year term.

Nominations: Niraj Dhebar, Michelle Genos, Shelley Shipley, and Susan Bard. Noone else expressed an interest. Votes were taken one per household and the



results were as follows.
 Niraj Dhebar- 20 votes
 Michelle Genos- 20 votes
 Shelley Shipley- 20 votes
 Susan Bard 20- votes
 One proxy letter was submitted to the Secretary and it will remain with the minutes.

MISC.

Fence repair- just keeping this on the list!
 Vicious Dog Policy.- Do we need our own?
 Check into the sign rules for political signage.
 Non-licensed car sitting in a driveway is a city issue as well as garbage problems.
 Some residents questioned if we needed a review/update of our documents.
 Mike motioned to excuse Ken. Melissa seconded. All were in favor.
 Meeting adjourned at 8:10pm.
 Next meeting will be planned within 10 days of the vote for new board members.

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
	Susan
4. Log Dues	Treasurer
5. Add assessments to accounts	
6. Filing	Ken
7. Check fence for repairs and painting needs.	All
8. After Feb. 29 begin lien filings	
9..Purchase disks and sleeves for DOC and R&R copies	Shelley

Respectfully submitted,

JENNIFER WARDELL, Secretary

Minutes Approved April 14th, 2008 Michael Gij President

Glenwood Preserve Homeowners Association 2008 Budget

	2008 Budget
Bank Balance at month-end	
Income	
Current Year Association Fee's	26,900.00
Current Year Late Fee's	3,000.00
Past Year's Association Fee's	2,200.00
Past Year's Late Fee's	0.00
Legal Fee's Assessed to Homeowners	0.00
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Total Gross Income	32,100.00
Expenses	
Liability Insurance (due April & Oct.)	1,700.00
Postage	300.00
Printing / Printing Supplies	150.00
Legal Fee's	12,000.00
Tax Professional Services	300.00
Landscaping	17,101.00
Website Hosting	1,200.00
GPHA Annual Picnic	500.00
Miscellaneous ⁽¹⁾	5,000.00
P.O. Box	24.00
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Total Gross Expenses	38,275.00
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Total Net Income / (Loss)	(6,175.00)

Treasurer's Report 3/3/08

Balance per 1/31/08 bank statement	\$ 20,200.58
Add: Deposits in Transit - February	5,600.00
Add: Deposits in Transit - March	13,050.00
Less: Disbursement – Shelly Shipley	(110.70)
Less: Disbursement – Kamen & Cusimano	(255.00)
Less: Disbursement – Mike Cianciolo	(26.90)
<u>Less: Disbursement – Susan Bard</u>	<u>(105.46)</u>
Total Cash	\$ 38,352.52

Accounts Receivable: \$ 24,834.27

Glenwood Preserve Homeowners Association
Income Statement
2008

	January	February	March	April	May	June	July	August	September	October	November	December	YTD 2008
Income													
Current year association fees		\$ 5,600.00	\$ 12,700.00										\$ 18,300.00
Current year late fees			\$ 100.00										\$ 100.00
Prior year association fees													\$ -
Prior year late fees			\$ 250.00										\$ 250.00
Legal fees assessed to homeowners													\$ -
Total Income	\$ -	\$ 5,600.00	\$ 13,050.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,650.00
Expenses													
Liability Insurance (due April and Oct.)													\$ -
Postage	\$ 17.92		\$ 69.94										\$ 87.86
Printing / Printing supplies			\$ 26.90										\$ 26.90
Legal fees	\$ 2,440.00	\$ 255.00											\$ 2,695.00
Tax professional services													\$ -
Landscaping													\$ -
Website hosting													\$ -
GPHA annual picnic													\$ -
Miscellaneous expenses	\$ 204.67		\$ 35.52										\$ 240.19
P.O. Box													\$ -
Total expenses	\$ 2,662.59	\$ 255.00	\$ 132.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,049.95
Net Income	\$ (2,662.59)	\$ 5,345.00	\$ 12,917.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,600.05

Glenwood Preserve Homeowners' Association
Income Statement
2007

	January	February	March	April	May	June	July	August	September	October	November	December	YTD 2007
Income													
Collections	\$925.00	\$100.00	\$1,314.00	\$6,350.00	\$13,225.00	\$4,525.00	\$100.00	\$500.00	\$1,050.00	\$150.00	\$450.00	\$625.00	\$30,314.00
Total Income	\$925.00	\$100.00	\$1,314.00	\$6,350.00	\$13,225.00	\$4,525.00	\$100.00	\$500.00	\$1,050.00	\$150.00	\$450.00	\$625.00	\$30,314.00
Expenses													
Liability insurance (due April and Oct.)				\$825.00	\$822.96								\$1,647.96
Postage				\$219.79		\$68.12		\$88.96		\$38.64			\$415.51
Printing / Printing supplies				\$302.90			\$66.14						\$369.04
Legal fees	\$315.00		\$1,400.00		\$1,050.00				\$1,485.00		\$1,855.00		\$6,145.00
Tax professional services					\$3,939.86	\$1,979.73		\$2,473.43	\$3,893.28		\$3,893.28		\$16,179.58
Landscaping								\$41.55					\$41.55
Website hosting	\$317.76												\$317.76
GPHA annual picnic	\$25.00												\$110.68
Miscellaneous expenses										\$85.68			\$85.68
P.O. Box				\$80.00									\$80.00
Total expenses	\$657.76	\$0.00	\$1,400.00	\$1,427.69	\$5,852.82	\$2,047.65	\$66.14	\$2,603.94	\$5,378.28	\$124.32	\$5,748.28	\$0.00	\$25,307.08
Net Income	\$267.24	\$100.00	\$914.00	\$4,922.31	\$7,372.18	\$2,477.15	\$33.86	(\$2,103.94)	(\$4,328.28)	\$25.68	(\$5,298.28)	\$625.00	\$5,006.92

GPHA Landscape Update

3/6/2008

GPHA is beginning the 2nd year of a 3-year contract with Turfscape Inc. (Turfscape's 3rd year at GPHA) which has a business location at 8490 Tower Drive in Twinsburg, OH. This company has done an excellent job during their tenure and is responsive to our needs and directions. They are contracted to maintain the areas outlined in the existing landscape easement with the City of Twinsburg. Generally, the areas in the easement are the 9 cul-de-sacs within the subdivision, 4 street area open lots on Parkland and Dayflower, and the perimeter of the development running from the Eastern boundary on Glenwood Ave to Ravenna Road and along Ravenna to the Western boundary. There is also the entrance area on Belmeadow at Ravenna Road which includes the island, and both sides of the street, extending all the way to the tot lot (playground) on the Southeast side of Belmeadow.

With the final filing last year with Summit County records of the areas once thought to be part of the GPHA, but were in fact still held by the original developer, some of the areas contained in the Landscape Easement no longer apply and are now under the control with the City of Twinsburg. During the 2007 season, Turfscape was instructed to discontinue maintaining some of these areas and the GPHA did realize some savings from the normal monthly installment which was the intent and to also not maintain areas that the GPHA no longer responsible for. The City of Twinsburg did take over the maintenance for these areas.

Although the City has been reasonable to work with, it didn't take long to realize that their programs were only going to hit these areas once every 8-14 days instead of the usual Monday of every week. Not that the City is being negligent, that is just the way their maintenance program works. There were some resident complaints received by board members so the change did have a negative impact on the overall appearance, particularly at the main entrance to the subdivision. The current board sees homeowner value in keeping these strategic areas well maintained so we are working with the City to add back some of the more visibly affected areas to the landscape easement and this should be finalized at a meeting next week.

The cost breakdown for the current contract is as follows:

Mowing and bed maintenance	\$9,294
Seasonal pruning of trees and shrubs	\$ 552
Spring Clean up	\$ 352
Bed Edging	\$ 992
Fall Clean up	\$ 864
Debris removal	\$ 200
Fertilization program (6 total applications)	\$3,427

Mulch application	\$16,661
	\$2,275

Sales Tax	6.25%
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A nominal fuel surcharge is imposed when
Gasoline exceed \$3.00 per gallon for the Midwest
Region on the National fuel index.

Please let the attending residents know about the Flood Control meeting regarding the Forest Lake area to be held on Wednesday, March 12th at 6:00 p.m. at the Twinsburg Government Center on Ravenna Road. Amy Mohr will oversee the meeting.

**Glenwood Preserve Homeowners'
Association (GPHA) Board
Collection Policy
(revised January 21, 2008)**

1. GPHA Annual Association Fee's billing notice is scheduled to be mailed no later than January 30th of each calendar year and are due by February 28th of each calendar year.
2. In the event GPHA Association fee payment is not received by February 28th of the billable calendar year, a reminder notice will be mailed to the delinquent resident. In the event GPHA Association fee remain unpaid by March 31st, an administrative late charge of \$25.00 per calendar quarter (March 31st, June 30th, September 30th and December 31st) may be incurred and added to any unpaid balance. The GPHA Board reserves the right to waive such late charge or portion thereof based on hardship. Hardship will not include failure of notification. The administrative late charge is subject to change as noted in the governing documents.
3. Any payments received shall be applied in the following manner:
 - a. Any/All Administrative late charges incurred on unpaid balances.
 - b. Any /All collection costs, attorney's fees incurred by the Association.
 - c. Principle amounts outstanding for annual Association fees, starting with the oldest year outstanding.
4. In the event unpaid balances remain outstanding beyond the March 31st due date, the GPHA Board Treasurer/or delegated Board Member shall issue a WARNING LETTER to the resident. Such letter shall be mailed regular mail. If any unpaid balance remains after thirty (30) days after the initial WARNING LETTER, GPHA Board may contact attorney to commence further legal actions.
5. Any/All past due Association fee's and or assessments may cause the GPHA Board to pursue further legal action by its attorney for purposes of collecting unpaid balances.
6. Any costs including, but not limited to additional postage, attorney's fees, recording and filing costs, title reports, court costs etc..., incurred by the Association in the collection of delinquent accounts shall be added to the amount owned by the delinquent owners' account.
7. The GPHA Board reserves the right to modify the above noted Collection Policy during any regularly scheduled GPHA Board meeting.

Ballot for GPHA General Meeting, 3/6/08

Name ANNE TUMULTY

Address 9820 PARKLAND DR.

1. SUSAN BARD
2. MICHELLE GENOS
3. SHELEY SHIPLEY
4. NIRAJ

Niraj
Michelle
Susan Bard
Shelley Shipley

Ballot for GPHA General Meeting, 3/6/08

Name Al Falcione

Address 10210 Andover Dr

1. Michelle
2. Susan
3. Shelley
4. Niraj

Ballot for GPHA General Meeting, 3/6/08

Name Ken Zeigler

Address 10000 Forest Lake

1. SUSAN
2. SHELEY
3. MICHELLE
4. NIRAJ

Ballot for GPHA General Meeting, 3/6/08

Name Susan Bard

Address 10405 Springwood Circle

1. michelle
2. Susan
3. Shelley
4. Nirech (3yr resident on Parkland)

Ballot for GPHA General Meeting, 3/6/08

Name Matt Bard

Address 10405 Springwood Circle

1. Susan Bard
2. Shelley Shipley
3. Michelle
4. Niraj

Ballot for GPHA General Meeting, 3/6/08

Name Shelley Shipley

Address 10398 Belmeadow Dr.

1. Niraj
2. Susan Bard
3. Shelley Shipley
4. Michelle

Ballot for GPHA General Meeting, 3/6/08

Name MARK KNAPP

Address 10715 Springwood

1. SUSAN BARD
2. Shelley Shipley
3. Michelle
4. Niraj

Ballot for GPHA General Meeting, 3/6/08

Name

Susan Bard

Address

Michelle Genos

1.

Shelley Shipley

2.

Niraj

3.

4.

Ballot for GPHA General Meeting, 3/6/08

Name

Ciancio, Mike

Address

10043 Forest Lake

1.

Susan Bard

2.

Shelley

3.

Michelle

4.

Niraj

Ballot for GPHA General Meeting, 3/6/08

Name

Address

1. Shelley -

2. Sue -

3. Niraj

4. Michelle -

Ballot for GPHA General Meeting, 3/6/08

Name

G May

Address

9856 Parkland

1.

2.

All 4 Running

3.

4.

Ballot for GPHA General Meeting, 3/6/08

Name

Address

1. SHELLY

2. MICHELLE

3. NIRAJ

4. SUSAN

Ballot for GPHA General Meeting, 3/6/08

Name

Jennifer Wardell

Address

10026 Parkland

1.

Niraj

2.

Michelle

3.

Susan

4.

Shelley

Ballot for GPHA General Meeting, 3/6/08

Name

Address

1. NUGY

2. Susan

3. Michelle

4. Shelly

Ballot for GPHA General Meeting, 3/6/08

Name

Address

1. Susan Bard

2. Shelley Shipley

3. Michelle Genos

4. Niraj