



DATE	4/14/2008	LOCATION	Shelley Shipley's house 10398 Belmeadow Dr.
TIME	7:00 pm	SCRIBE	Shelley Shipley
MEMBERS	Mike Cianciolo	Susan Bard	Shelley Shipley
	Melissa Mertes	Ken Zeigler	Niraj Dhebar
	Michelle Genos		
GUESTS	Grant May		

### ANNUAL MEETING MINUTES

Call to order 7:30pm Since Grant was present early, we decided to start with Resident participation first.

#### **Approval of Minutes**

March 6, 2008 minutes General Meeting notes accepted because all materials are included. Niraj, Michelle and Ken did not vote since they were not board members or present at the meeting.

March 10, 2008 minutes. Mike motions to rescind the 10346 Andover, 9953 Brookhill Cir. and 9758 Parkland, 9883 Parkland address for the \$75 assessment dating back to 10-24-06 attorney letter.

2<sup>nd</sup> Melissa, Board unanimous. Minutes stand as written.

#### **Resident Participation**

Grant May of 9856 Parkland Dr. was present to discuss Association Dues. Grant presented a copy of his statement: April 5, 2005 he wrote his check for \$100 covering his 2004 dues and that was never cashed. Phone call received from Mrs. Tumulty to come to their house and pick up the old check and replace it with a new check because it was misplaced. Grant stated that he was worried about paying anymore dues since their 2005 check was lost. Grant would like to pay \$500 for 2005-2008 fees. This would include paying the late fees for 2007. The 1<sup>st</sup> quarter late fees of 2008 will be waived since our meeting was delayed until April 14, 2008.

Ken stated that the satellite dish in Grant's yard is not screened. It was previously in front of Grant's house. Now it is on the side of the house. Ken addressed how the dish needs to be screened. Grant had planted trees on the front property line on side of house. Board asked if he could possibly plant small shrubbery in front of dish to give plenty of room for signal.

#### **Communications**

Niraj has contacted David Porter on the website. He has found that we need a hosting partner. Grant May was still present and offered to help with this. Niraj and Grant will discuss working on this together. Niraj has found the cost to run about \$120 per year. He suggested buying software to update due to board changing. Grant suggested going through "godaddy.com". Niraj will look into the software for the website for editing.

Motion by Niraj that software cost will not exceed \$100. He will purchase this software.

2<sup>nd</sup> : Melissa

Board unanimous.



Treasurer's Report: Ken presented the Balance Sheet Summary of 2008 dues and late fees. He also discussed how we can better use Quickbooks and found the records from 2001. Ken is going to filter through this and clean up the records. The statements don't match up since it doesn't show monies going out.

Motion by Melissa to assess the 1<sup>st</sup> quarter late fees for 2008. 10393 Andover, 10379 Andover and 10077 Andover.

2<sup>nd</sup> Mike Cianciolo

Board unanimous. \*Susan will send out late notice letter to these addresses. Ken will email Susan the statements.

Mike has spoken with new property owner of 10289 Dayflower. She is clear however Revere Title told Mike that they will pay the \$675. We are waiting to see this happen. Melissa discussed Design Review committee picture of resident that has issue with landscaping after city worked on drain. Board stated to have resident to contact city on this.

Melissa discussed the resident on Andover who wants a storage container. He would like to resubmit request to Design Review Committee for approval.

\*Melissa will follow up with city on the drain pipes between Dayflower and Andover. Their size is too big and they are exposed.

### **New Business**

Annual Picnic: set dates of July 26<sup>th</sup> and rain date of August 2<sup>nd</sup>.

March invoice from Kaman and Cusimano

Motion: Mike motions that we pay the March 2008 bill for \$637.50, however, State Farm is covering services from Feb. 20<sup>th</sup> and 22<sup>nd</sup> of 2008.

2<sup>nd</sup>: Melissa

Board unanimous.

\*Mike will speak with Kim (State Farm) to see what they will cover.

April 2, 2008 invoice from K and C for \$680. Again, State Farm may be responsible for 2 of the services rendered on 3/10/08 and 3/24/08

Motion: Mike will receive verification from State Farm as to handling of the expenses.

2<sup>nd</sup>: Susan

Board unanimous

Motion: Melissa motions to pay \$92 for the Homeowner's PO Box for 4/30/08 to 4/30/09.

2<sup>nd</sup>: Niraj

Board unanimous

### **MISC.**

Michelle would like to see the Board to ask for email address when people contact us for the picnic rsvp. This would help us to communicate when the website is up and running. Board discussed and stated to have Michelle offer that out to people.

Michelle discussed the dog issue with the owner of Rottweiler. They will keep it leashed.

Motion: Mike We will repay Shelley on postage cost of sending out postcards in March.

2<sup>nd</sup> Melissa

Board unanimous.



We will send out a postcard with the picnic information and new board members.

**No absences**

**Meeting Adjourned: 9:50pm**

**Next meeting:** Monday, May 12<sup>th</sup> at 7:00pm. Susan Bard's, 10405 Springwood Cir.

<b>Actions and outstanding Items</b>	<b>Owner</b>
1. Check into satellite dish screening 10282 Andover Check into storage container size 10203 Andover	Design Review Committee
2. Keep contact with Lawyer on shed violation status	Ken and Mike
3. Work on website and purchase software to update.	Niraj
4. Log Dues and add assessments to accounts	Ken
5. Filing	Ken
6. Check fence for repairs and painting needs.	All
7. Late notices sent to 10393 Andover, 10379 Andover and 10077 Andover. Ken will get these statements to Susan.	Susan
8. Call city on drain pipes between Andover and Dayflower. Size and exposure are in question.	Melissa
9. Speak to Sate Farm to see what is covered for Feb. 20 <sup>th</sup> and 22 <sup>nd</sup> .	Mike
10. Speak to State Farm to see if they also cover part of K&C invoice for 3/10/08 and 3/24/08.	Mike
11. Send out postcard for notice of upcoming picnic.	Susan

Respectfully submitted,

Shelley Shipley, Secretary

Minutes Approved \_\_\_\_\_, 2008 \_\_\_\_\_ President