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|---------|----------------|--------------|-------------------|
| DATE | March 13, 2013 | LOCATION | TRAC in Twinsburg |
| TIME | 7:00 – 9:00 pm | SCRIBE | Rick McDermott |
| MEMBERS | Dave Terbeek | Rebecca Herr | |
| | Dennis Kaplan | Jed Davis | |
| | | Sam Scaffide | |
| | | | |
| GUESTS | 5 | | |

Meeting Minutes

Call to order – 7:04

Approval of Minutes:

The Board approved submitted meeting minutes from January.

Resident Participation:

This was the Annual Meeting with 5 residence participating in conversation throughout the meeting.

Communications

Treasurers Report:

- Current Cash Balance: \$61,720
- Delinquency Summary: 62 properties, \$25,848
- 40 first timers, 22 repeat delinquents
- Will post sign at front entrance reminding residence to pay by March 31 to avoid late fees. (Rick)

Design Review:

- DRC members for 2013
 - Nick Marrali, Dennis Kaplan, Rick McDermott

Web-site:

- Jed is close to completion of web-site update that will make updates easier as well as give it a fresh look.
- The new look web-site to include: Schedule of future meetings, FAQ's, as well as updates concerning ongoing/future beautification and maintenance projects.

New Business

Payment of legal fees to Kaman and Cusimano of \$95.00 and \$142.50 and to assess respective homeowners in accordance with the fees. Rick motion, Sam 2nd, board approved.

Authorize 1st quarter late fees to respective homeowners for unpaid dues after March 31. Sam motion, Rick 2nd, board approved.

Payment of annual premium to State Farm Insurance of \$2179.00. Rebecca motion, Sam 2nd, board approved.

3 board seats were up for election with only 3 people seeking election of those seats. On behalf of the residence of the Preserve, elected to the board is:

- Rick McDermott, re-elected
- Sam Scaffide, re-elected
- Tony Klepec

Future board meetings should be scheduled for the 3rd Tuesday of month.

Proposed landscape specifications and bid procedure, developed by Dennis Kaplan and reviewed by the board. Specifications establish the standards for landscape requirements in the Preserve as well as service expectations and deliverables for landscape contractors performing work in the Preserve. The bid procedure provides the necessary control and oversight needed in selecting the appropriate contractor. Specification and bid procedure are attached to minutes. Dave motion, Rick 2nd, board approved.

Proposal to bid out the replacement of 'picket' style fencing along the entrance to the Preserve. Dennis to develop bid form and invitation to bid. Rick motion, Sam 2nd, board approved.

Turfscape has offered to develop a new 'Landscape Design' for the front entrance of the Preserve. Cost of design is \$372.75. Board feels this is a great price and is in alignment to bring modifications and updates to our common grounds. Jed motion, Rick 2nd, board approved.

Excused Absent Members: Linda Hudson

Executive Session: None

Meeting Adjourned: 9:00 pm

Next meeting: Tuesday May 21, 2013, 7:00 pm, TRAC Building

| Actions and outstanding Items | Owner |
|----------------------------------------------------------------------------------------------------|--------------|
| 1. Place sign in front of entrance reminding residence to pay dues by March 31 to avoid late fees. | Rick |



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| 2. Reschedule future board meetings for 3 rd Tuesday of month. | Rick |
| 3. Update on Landscape bid process and fence bid invitation. | Dennis |
| 4. Web-site Update | Jed |

Respectfully submitted,

Rick McDermott, Secretary

Minutes Approved _____, 2012 _____ President