



DATE	September 17, 2013	LOCATION	TRAC in Twinsburg
TIME	7:00 – 9:00 pm	SCRIBE	Rick McDermott
MEMBERS		Tony Klepec	
	Dennis Kaplan	Jed Davis	
		Sam Scaffide	
GUESTS	0		

Meeting Minutes

Call to order – 7:00

Approval of Minutes:

The Board approved submitted meeting minutes from July 16, 2013.

Resident Participation:

None

Miscellaneous:

Communications

Treasurers Report:

- Treasurers Report was not available for this meeting.

Design Review:

- Approval for 9856 Parkland (Deck)

Web-site:

- Web tracking software installed
- 2-7 hits to the web-site per day
- People are looking at the home page, renovations, and Q&A's

New Business – Due to absence of treasurer a motion was made to pay open invoices but not without prior invoice review by treasurer. Waiting for approval to pay invoices would cause the association to be delinquent and could be subject to late fees.

Rick motion/Sam second/all in favor

- Motion to authorize treasurer to assess respective resident accounts for legal cost incurred from Kaman & Cusimano through September 2013. Sam motion/Rick second/all in favor.
- Motion to authorize treasurer to assess 3rd quarter late fees to respective residences. Tony motion/Jed second/all in favor.
- Motion to authorize payment due Kaman and Cusimano invoice. Rick motion/Sam second/all in favor.
- Motion to pay (recurring only) Davey Tree landscaping and maintenance



invoices. Sam motion/Tony second/all in favor.

- Motion to authorize payment for sign painting \$3322.80. Tony motion/Rick second/all approve.
- Next board meeting set for December 4, 2013. Will discuss 2014 Budget.
 - Budget preparation meeting to be held (tentatively) Nov 19 at Dennis' house.
- Motion to authorize process to implement property maintenance notifications. Tony motion/Jed second/all approve.
 - Effective immediately (9/17/2013)
 - See attached procedure.

Executive Session: 8:50 pm to 9:00 pm

Meeting Adjourned: 9:00 pm

Absent: Linda Hudson, Dave Terbeek

Next meeting: Tuesday December 4, 2013, 7:00 pm, TRAC Building

Actions and outstanding items	Owner
1. Dennis to forward 2013 budget in excel format to give members a head start on the 2014 budget process.	Dennis
2. Dennis to look into replacing mangle sign post that was hit by car at front entrance.	Dennis
3. Sam to check with City of Twinsburg to get trees replaced along the Ravenna Rd fence line. (on city list for replace next year)	Sam
4. Rick to re-write maintenance policy and procedure per board discussions and approval.	Rick

Respectfully submitted,

Rick McDermott, Secretary

Minutes Approved _____, 2013 _____ President