

CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

Monday, March 18, 2019; 6:00 p.m.

Canton Human Services Building, 50430 School House Rd., 2nd Floor Conference Room

1. **Call to Order and Roll Call**

President Barb Babut called the meeting to order at 6:01 p.m.

Present were Directors Ms. Barb Babut, Ms. Monica Wolfson, Mr. Leland Ropp, Mr. Jason Abate, Mr. Tim Bojanowski, Ms. Karen Davis, Mr. Rick Miller, Mr. Mike Sielaff.

Absent: Mr. Michael Kyle

Present for management: Jeff McDuff, Site Manager and Dan Herriman, Herriman & Associates, Inc., Management Agent

2. **Approval of Agenda**

Director Ropp moved and Director Wolfson seconded to approve the agenda as published. The motion was unanimously approved.

3. **Co-owner Comments**

Mr. Andrew Meier (415 Patriot St.) was present. He is a CHV I owner. Jeff McDuff said Mr. Meier has been invited to submit a proposal for the Association's concrete project, including sidewalk sections that are owner responsibility.

4. **Approval of Minutes of Preceding Meeting(s)** (February 18, 2019)

Director Ropp moved and Director Sielaff seconded to approve the minutes of the meeting of February 18, 2019. The motion was unanimously approved.

5. **CHV I and CHV II - Review of Preceding Month Financial Report**

Director Ropp presented an overview of February and year-to-date financial results for both CHV I and CHV II. The financial reports reveal that:

CHV I experienced a negative variance in February, in comparing actual operating results (including reserves transactions) to budget, of \$135. For the year-to-date period, the variance is positive by \$137. Year-to-date operating equity was \$58,465 and year-to-date reserve fund equity was \$617,812.

CHV II experienced a negative variance in February, in comparing actual operating results (excluding reserves transactions; there were no material variances in reserves transactions) to budget, of \$2,115. For the year-to-date period, the variance is negative by \$3,605. Year-to-date operating equity was \$37,341 and year-to-date reserve fund equity was \$(40,471). CHV II's year-to-date negative variance is largely explained as follows. Ten owners paid off their proportionate share of debt after the 2019 budget was approved but before January 1, 2019. Such proceeds were applied to the principal of the Association's loan balance in 2018. As a result, monthly assessment income in 2019 is \$1,290 (ten times the \$129 per month reduction) less than budget.

Director Miller moved and Director Bojanowski seconded to approve the financial reports. The motion was unanimously approved.

6. **CHV I and CHV II - Committee Reports**, if any

There were no committee reports.

7. **CHV I and CHV II - Management Report**

Mr. McDuff highlighted several items from his recent weekly reports to the board. Mr. Herriman provided an overview of other current matters. Both provided additional information on “New Business” topics.

Management was directed to purchase two traffic counting devices for use in estimating the number of vehicles that enter CHV from River Hill Ridge, for the purpose of substantiating RHR traffic on CHV roads in order to determine an appropriate charge for RHR’s easement rights to use CHV roads.

8. **CHV I and CHV II - Unfinished Business**

There was no Unfinished Business.

9. **CHV I and CHV II - New Business**

9.1 CHV I and CHV II Contract Issues.

Management was authorized to contract Absolute Fire Protection for CHV II fire protection system repairs at Absolute’s quoted price of \$24,415, deferring repairs for Building J.

10. **Directors’ Remarks**

Management was directed to engage legal counsel to file a lawsuit to quiet title for Roosevelt St. unbuilt units 148—157.

11. **Next Meeting**

The next Board meeting shall be Monday, April 15, 2019 (third Monday) at 6:00 p.m. at Canton Human Services Building.

12. **Executive Session** (there was an Executive Session)

The meeting was adjourned at 7:10 p.m.