

# CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

## Board of Directors Meeting Minutes

Monday, March 19, 2018; 6:00 p.m.

Canton Human Services Building, 50430 School House Rd., 2<sup>nd</sup> Floor Conference Room

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

Present were Directors Ms. Barb Babut, Dr. Leland Ropp, Mr. Michael Kyle, Mr. Mike Sielaff, Mr. Stanley Szczotka and Ms. Monica Wolfson.

Absent: Ms. Bridgette Cramton, Mr. Brian Czapla and Mr. Rick Miller.

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

### 2. **Approval of Agenda**

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

### 3. **Co-owner Comments**

No non-director co-owners were present.

### 4. **Approval of Minutes of Preceding Meeting(s)** (February 19, 2018)

Director Ropp moved and Director Sielaff seconded to approve the minutes of the meeting of February 19, 2018 as published. The motion was unanimously approved.

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

Director Ropp presented an overview of year-to-date financial results for both CHV I and CHV II, being the month of February. It was reported that:

CHV I experienced a negative variance in February, in comparing actual operating results to budget, of \$2,573. For the year-to-date period, the variance is negative by \$3,447. Month-end operating equity was \$45,529 and month-end reserve fund equity was \$550,707.

CHV II experienced a negative variance in February, in comparing actual operating results to budget. For the year-to-date period, the variance is negative by \$5,039.

There is one material negative line item variance year-to-date. It is in the account for "Building Repairs" in the amount of \$2,427, attributable to the expense for repairs to a unit damaged by a backup from a frozen sanitary sewer pipe above.

Given recent quotes on fire sprinkler services, CHV II is likely to go over budget in that account.

Month-end operating equity was \$26,782 and year-end reserve fund equity was \$(336,538).

Director Babut moved and Director Kyle 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**

Director Szczotka departed at the commencement of management reports.

Mr. McDuff highlighted several items from his recent weekly reports to the board. Mr. Herriman highlighted several items from his report.

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

8.1 Future Plans for Filmore Street Vacant Land (this matter had been tabled; no action was taken at the March 19, 2018 board meeting)

8.2 Review and/or Decide Upon Review Process and Initiate Action on Initial Drafts of the Amended and Restated Master Deeds for both Cherry Hill Village I and II, the Amended and Restated Bylaws and the Amendment to Articles of Incorporation (this matter had been tabled; no action was taken at the March 19, 2018 board meeting)

8.3 Discuss and Decide Strategy to Reduce Speeding on Jackson Lane and Elsewhere in CHV (tabled for observation and possible additional action)

9. **CHV I and CHV II - New Business (0 minutes, to 7:25 p.m.)**

9.1 Contract Matters

Mr. McDuff described a newer catch basin repair method that involves the application of a polymer product to the interior of the basin. Havener Technology offers the service and the product and provides a ten-year warranty. Mr. McDuff will secure a proposal from Havener and will identify catch basins that are in need of material repairs and not candidates for the polymer product.

9.2 Develop Plans to Uphold U.S. Flag Protocol

Several owners have complained that the U.S. flag in the CHV park is not lit, in violation of U.S. flag etiquette. Mr. McDuff secured an estimate from an electrical contractor to install a light and to provide electrical to the light. The estimate is \$5,000. It was resolved to remove the flag for the time being.

10. **Directors' Remarks**

Director Czaplá reported that the board should expect receipt of a request from an owner to designate a parking space in front of their home as a handicap space.

11. **Next Meeting**

The next Board meeting shall be Monday, April 16, 2018 (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 7:46 p.m. following the Executive Session.