

CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

Monday, June 18, 2018; 6:00 p.m.

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

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

Present were Directors Ms. Barb Babut, Mr. Leland Ropp, Ms. Bridgette Cramton, Mr. Mike Sielaff and Ms. Monica Wolfson.

Absent: Mr. Michael Kyle, Mr. Brian Czapla and Mr. Rick Miller.

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

Accept Resignation of Mr. Stanley Szczotka

Director Babut moved and Director Sielaff seconded to accept the resignation from the Board of Directors of Mr. Stanley Szczotka. The motion was unanimously approved. President Babut expressed her gratitude for Mr. Szczotka's service to the community.

2. **Approval of Agenda**

Director Wolfson moved and Director Cramton seconded to approve the agenda with the addition of "Discussion About the "T" on Grant Street. The motion was unanimously approved.

3. **Co-owner Comments**

CHV II Co-owner Wendy Rowland presented a proposal to get her fence and her neighbor's (Jason Abate) fence replaced. It was noted that this particular fence is not one of those in the worst condition. Director Ropp moved and Director Babut seconded to accept the lowest bid to replace the fence at the Rowland and Abate residences with CHV II to pay 50% of the cost and the owners to pay 50%. The motion was unanimously approved.

CHV II Co-owner Gary Mason expressed gratitude to Jeff McDuff for all he does, including installing new and replacing old "no parking" signs. Regarding speeding on Jackson Lane, he suggested reducing the CHV speed limit to 30 mph and more frequently asking Canton Township to set up its electronic speed monitoring equipment. Mr. Mason advocated creating a Community Safety Committee. Mr. McDuff said he requested speed data from Canton Township from the staging of the electronic speed monitoring equipment.

4. **Approval of Minutes of Preceding Meeting(s)** (May 21, 2018)

Director Ropp moved and Director Babut seconded to approve the minutes of the meeting of May 21, 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 May.

The financial reports reveal that:

CHV I experienced a positive variance in May, in comparing actual operating results (including reserves transactions) to budget, of \$484.29. For the year-to-date period, the variance is positive by \$9,362.04. Month-end operating equity was \$55,895.08 and month-end reserve fund equity was \$591,260.85.

Director Ropp reported that five CHV II owners paid off their proportionate share of debt in late April/early May.

CHV II experienced a positive variance in May, in comparing actual operating results to budget, of \$8,712.02. For the year-to-date period, the variance is positive by \$21,992.13. The year-to-date positive variance is attributable to 1) Voluntary Debt Assessment income of \$18,322.60, and 2) Casualty Loss and Insurance Claim proceeds in excess of related costs incurred to date. "Voluntary Debt Assessment" income is 100% applied as extra payment of principal on the Mutual of Omaha Bank loan.

For CHV II, there is a single material year-to-date over-budget condition in the account for "Building Repairs" in the amount of \$5,216.05. The year-to-date expense of \$14,341.05 (matched against budget of \$9,125.00) includes \$4,112.79 for repairs in January associated with a sanitary back-up that adversely impacted a Condo Unit, and \$6,081.26 for roof raking to avoid ice damming. On a positive note, the budget for "Gutters and Roofs" is \$7,000.00, of which only \$205.00 has been brought online.

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

Month-end operating equity was \$75,838.00 and year-end reserve fund equity was \$(270,019.88).

Director Ropp moved and Director Sielaff seconded to approve the financial reports. The motion was unanimously approved.

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

Director Babut reported on behalf of the Architectural Design and Review Committee. She has submitted the committee's report on applications and approvals during the past month, most of which were for exterior painting and landscaping.

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

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 June 18, 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 June 18, 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)
There was no further discussion on this matter. Previously, directors have noticed improvement following the installation of new signage.

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

9.1 Actions Resulting from CHV I Site Condo Review

Mr. Herriman reported that the review is underway and a report is not yet available. Mr. McDuff is identifying concrete in need of replacement. It is management's objective to solicit competitive bids and recommend a single bidder to those CHV I owners whom have concrete in need of replacement. Management would facilitate the performance of such work for the benefit of the owners. Management will establish a deadline for the work to be performed and will be prepared to contract to have any undone work performed and to charge back the owner.

9.2 Contract Matters

Director Ropp moved and Director Cramton seconded to accept the low bid (from ACS Asphalt) for both asphalt projects, CHV I at \$5,836 and CHV II at \$5,644. The motion was unanimously approved.

Director Ropp moved and Director Sielaff seconded accept the low bid (from DCAM) to fill 40,000 l.f. of roadway crackfill for \$31,200. The motion was unanimously approved.

9.3 Discussion About the "T" on Grant Street

Director Ropp moved and Director Sielaff seconded to abandon the portion of the "T" that is on the north side of Grant Street per the request of Developer Danny Veri who will convert such space to general common elements turf. As for the portion of the "T" that is on the south side of Grant Street, the Association will inquire of that lot owner regarding possible modifications. The motion was unanimously approved.

10. **Directors' Remarks**

There were no additional remarks by directors.

11. **Next Meeting**

The next Board meeting shall be Monday, July 16, 2018 (third Monday) at 6:00 p.m. at Canton Human Services Building, except that if any items to be voted upon are voted upon electronically in advance of the meeting date, there shall be no meeting, in which case the next meeting will be Monday, September 17, 2018 at 6:00 p.m. at Canton Human Services Building.

12. **Executive Session** (there was no Executive Session)

The meeting was adjourned at 7:25 p.m.