

Cherry Hill Village Homeowners Association

Board of Directors Meeting

Monday, October 13, 2014

Location: Canton Human Services Building

MEETING MINUTES

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

President Barb Babut called the meeting to order at 6:05 p.m.

Directors Present: Ms. Barb Babut, Mr. Leland Ropp, Ms. Bridgette Cramton, Mr. Brett Fox, Ms. Lisa Mesanza and Ms. Monica Wolfson.

Absent were Directors Mr. Brian Czapla, Dr. Benjamin Edmondson and Mr. Adam Lirette.

The board recorded the resignation from the Board of Directors of Ms. Sarah Olson. President Babut expressed, on behalf of the board, her appreciation for Ms. Olson's service to the community.

Also present: Mr. Jeff McDuff and Mr. Dan Herriman, on behalf of Herriman & Associates, Inc., Management Agent

2. **Approval of Agenda**

Director Ropp moved and Director Cramton seconded to approve the agenda. The motion was unanimously approved.

3. **Co-owner Comments**

Mr DeRose was present on behalf of Ms. DeRose, owner of CHV II unit 86. Ms. DeRose and Mrs. DeRose were also present. Mr. DeRose expressed gratitude for the weekly monitoring of the crawl space by Jeff McDuff. He presented a quote he secured from a contractor to install a draintile and sump pump system.

Ms. O'Sullivan was present to observe the board meeting.

4. **Approval of Minutes of Preceding Meeting**

Director Ropp moved and Director Cramton seconded to approve the minutes of the meeting of September 8, 2014 as presented. The motion was unanimously approved.

5. **Review of Preceding Month Financial Report**

Dan Herriman provided an overview of financial operating results for CHV I and CHV II for September 2014. Treasurer Ropp asked Mr. Herriman to review the items posted to Landscape Maintenance relative to the over budget condition in that account.

Director Ropp moved and Director Fox seconded to approve the September 2014 financial reports. The motion was unanimously approved.

6. **Committee Reports**

There were no Committee Reports.

7. **Management Report**

Management reviewed current financial, administrative and maintenance topics. Mr. Herriman noted that, for the past five months, Site Manager Jeff McDuff has, each week, been preparing a written report on the status of current issues and distributing it to directors.

8. **Unfinished Business**

8.1 Discuss/Decide Development of Plans for Lot Behind Roosevelt (tabled)

Previously, Mr. Jaskowski reported that the architect proposed a fee of \$1,800 to develop plans for this subject lot and a second one as well. No action was taken on such proposal.

It was moved by Director Ropp and seconded by Director Cramton to direct management to

Cherry Hill Village Homeowners Association

Board of Directors Meeting

Monday, October 13, 2014

MEETING MINUTES

Page two

engage legal counsel to perfect CHVHA's ownership rights in both the Roosevelt St. lot and the Filmore St. lot. The motion was unanimously approved.

8.2 **Determine Desired Changes in Traffic Signage (tabled)**

Previously, Former Director Jaskowski reported that the committee met and that he submitted the proposed revised traffic signage plan to the Township Fire Marshall for his review and recommendations. Jeff McDuff has been following up on this.

8.3 **Develop Plan to Inspect CHV I Home Exteriors and Lots (tabled)**

Management is to provide owners advance notice of the commencement of inspections in 2015.

8.4 **Award Contract to Engineering Firm to Stake Lot 212 – a prerequisite to Contractor bidding (tabled)**

Director Fox stated that there are about ten dead trees in this area that ought to be removed. Director Cramton said she was advised by an eco-engineer to plant thirsty trees and other plants in this area.

8.5 **Award Contract to Engineering Firm to Evaluate Water in Crawl Space – Bldg 100 (and possibly others) and Prescribe Remedy**

Management was directed to secure from Canton Township any plans on crawl space design and drainage for building 100. Management was directed to check to see if the HVAC system is drawing intake air from the crawl space, thereby drawing in humid air and to check two or more of the other four units in the building that have not been reviewed or monitored.

9. **New Business**

9.1 **Discuss/Decide Annual Meeting Topics**

It was decided that annual meeting topics shall include:

- 2014 priorities – CHV II building improvements and safety throughout the community.
- Before and after pictures of CHV II defects and corrective work.
- Speaking time for candidates.
- Voters should be directed to vote for no more than 12 candidates.
- Speaking rules for members.
- Expense pie charts. (Treasurer Ropp will prepare.)
- Social Committee to be invited to submit a report or handout.
- CHV I home and lot inspections to come in 2015.

9.2 **Approve 2015 Operating Budgets for Both CHV I and CHV II**

Management presented a draft budget for CHV II. The budget is to be updated to include 10/31/14 actual and re-presented at the November board meeting, together with the CHV I budget.

It was moved by Director Mesanza and seconded by Director Ropp to not install holiday lights this year (as a cost-saving measure for CHV II). The motion failed. It was moved by Director Ropp and seconded by Director Mesanza to reduce the budget for holiday lights to 50%, or \$1,250. The motion failed.

10. **Directors' Remarks**

There were no additional remarks from directors.

11. **Next Meeting**

The next Board meeting shall be Monday, November 10, 2014 beginning at 6:00 p.m. at Canton Human Services Building.

12. **Adjournment**

There being no further business, President Barb Babut adjourned the open portion of the meeting at 8:50 p.m.