

## Minutes

### Fairway Pines HOA Board Meeting

Held November 30, 2015, 6:30 - 8:30 PM at Canton Admin Bldg, Room B

Present: Larry Siedell, President; Hadyn Notestine, Secretary; John Miltz and Tom Gamache, Trustees.

Not present: Joe Maltese (due to business trip out of town)

#### DENNIS BRINING RESIGNED AS TREASURER

- Dennis and his wife are moving out of state, and the Board accepted his resignation. Dennis has done an outstanding job, and Board regrets his leaving but appreciates all his efforts. Larry Siedell will serve as treasurer pending someone else volunteering.
- Larry to ask Linville & Associates (our CPA firm) to describe their duties vs. the treasurer's as an aid in recruiting a homeowner to be treasurer.

#### JOHN CHEN RESIGNED FROM THE BOARD

- Due to increasing work responsibilities, including travel, John offered his resignation which the Board accepted, with thanks for his contributions.

NEW OFFICERS - As a result of officer election at the November 16 Annual Meeting, the Board agreed on the following officer responsibilities:

- President - Tom Gamache. (Tom will be in Florida a portion of the winter, but he will have email access. Other Board members will assist with officer responsibilities while he is gone.)
- PRRMA Rep - Larry Siedell
- Treasurer - Open (Larry Siedell handling for the time being)
- Architectural Review Chair - John Miltz
- C&R Review and Landscape Improvements Chair - Joe Maltese
- Secretary - Hadyn Notestine

#### 2016 DUES STATEMENTS

- Larry is to talk to Linville regarding preparation, printing, and mailing of the statements.
- Annual dues remain \$610, and the statements should be issued soon.
- Hadyn is to draft a newsletter for Board review to accompany the dues mailing.

#### PRRMA MEETING ON 12/1/15

- Larry distributed, via email before tonight's meeting, the Spalding DeDecker and Associates (SDA) proposal for sidewalk repair in 2016. Board members had several comments that Larry will discuss with PRRMA.
- Hadyn to make a list of potholes for potential repair in 2015.

#### MAILBOX REPAIR - Tom Gamache

- The program has generally proceeded very well, and is nearly completed, except for painting.
- All carpentry and structural repairs should be completed by 12/15/15, but painting will be suspended until warmer weather in the spring.

- Tom is closely managing the contract payments so that the HOA has not paid for any work not yet completed, and Tom has reviewed each completed box to confirm it meets our expectations.
- HOA to not issue final check until job is completed in 2016.

REVIEW OF SEPT 15 AND OCT 5 BOARD MEETING MINUTES - Approved by all, to be posted on website.

#### POND AND FOUNTAIN MAINTENANCE - Notestine

- Clean Lake Improvement, Inc. (CLI), who did the clean-up this summer, has given us proposals:
  - On-going treatment for algae, mosquitoes, and debris: 4 treatments/yr for \$1140.
  - Install a bubbler system to add air to the water for \$3748 plus \$450/yr maintenance.
- Tom asked what security would be used to protect the investment; Hadyn to investigate.
- Hadyn to email the proposals to the Board for review; decision to hire delayed till next meeting.

#### TREE MAINTENANCE

- The wet snow fall about 11/20/15 caused many limbs which still had leaves to sag and crack. In the berm along Canton Center, three instances of HOA owned trees were at 45546, 45610, and 45658 Fountain View.
- Hadyn trimmed one partially overlapping the sidewalk at 45546 and piled the brush on the berm away from the sidewalk.
- Complete cleanup will be done in the spring if V&B does not pick them up as part of their fall clean-up.
- The spruce behind 45642 Fountain View leans about 6" to the north. Davey Tree Service promised to straighten it; date TBD.

#### ARCHITECTURAL REVIEW

- The "House with Pink Trim" (45492 Oakland Ct) was discussed, and potential actions considered
  - Do Nothing - This has the negative precedent of seeming to allow homeowners to violate the C&R's without consequences.
  - Send letter advising homeowner that they failed to adhere to the AR requirements of the C&Rs, without stating a specific remedial action.
  - Send letter advising homeowner that they failed to adhere to the AR requirements of the C&Rs, and state they should repaint the trim by 12/31/17, using an approved color, of course. This action seems harsh, considering that the new paint could be considered same as the previous, only slightly brighter due to freshness.
- The Board tabled further discussion to allow careful consideration. To be on the agenda for the next Board meeting.

#### PRRMA REPORT – Larry

- Budget & Finances - No major budget changes for 2016 planned.
- PRRMA developing a "Capital Projects" list of work that needs done long term so that it can be budgeted and planned.

#### HOA FINANCES

- Hadyn removed access to the HOA account at Chase Bank for Dennis Brining and John Visos.
- Larry went in and signed up for electronic access.

#### NEW WEB SITE ISSUES

- All major concerns have been answered.
- Improvements to the map link will be done

NEXT BOARD MEETING - Tentatively set for 1/11/16, pending PRRMA meeting on same or close date.