

## Minutes

### Fairway Pines HOA Board Meeting of October 12, 2016

Held 7:00 PM, Wednesday, October 12, 2016 at Tom Gamache's home

- Review and Approval of Sept 3, 2016, Board Minutes - Approved as submitted.
- PRRMA Items – Reported by Tom
  - Budget & Finances - No budget yet for 2017, so Fairway Pines does not know our 2017 assessment.
  - Repair of Curbs - Because bid packages were not issued and no bids received, the sidewalk repairs will be deferred to 2017.
- Landscaping
  - Oakley Landscaping has completed work at entrances. It is the HOA's responsibility to maintain the new plantings and beds.
  - Winterizing for 2016 - Fairway Pines will keep Old Faithful, Joe to get quotes for next year.
- Finances
  - "Monthly Report" from CPA - Hadyn to propose for board's review.
- Unpaid Dues
  - Congress Collection vs. ADAC. The board agreed to handle new collections via ADAC and to phase out of Congress with an agreed process.
  - Formalize the Procedure to Handle Unpaid Dues - Hadyn to write our current process for the board's review.
- Annual Meeting Plans - 11/17/16, 6:30 - 9:00 in "Freedom Room" at Township Admin. Building
  - Time and place are set.
  - Agenda, finance report, budget, and election details need to be done.
  - Newsletter topics: Annual meeting; Sidewalk repairs; help needed; landscaping done. Hadyn to write by 11/1/16.
- C & R Violations
  - Joe has identified five homes that have not made significant improvement to their poor condition. Joe suggested sending a letter giving them a date to take care of it or else the Board/HOA will hire a contractor and add the expense to the homeowner's annual statement.
  - Hadyn asked for the specific addresses so that each board member could review the property and concur that the condition is so poor that Joe's action is 100% supported.
- Pond and Fountain - Hadyn
  - The bubbler system has been turned off for the winter. Board will retain Clean Lake Improvement as our pond maintenance contractor for 2017.
- Architectural Review - John
- Web Site Update
  - Hadyn to contact Heston to update names, delete Dennis and Larry, etc.
  - Complete web site revision still needs to be done.

Next Meeting –No board meeting planned prior to the Annual Meeting on 11/17/16.