



PO BOX 14 ♦ ROSS, OHIO ♦ 45061

### **Board Meeting Minutes November 13, 2018**

**Members Present:** Zachary Collins, Scott Tabar, Mark Hayes, Ken Eaton, Patricia Eaton

**Members Excused:** Dona Antoine, Jeff Hetzer

The meeting was called to order by Zach at 7:05PM.

**Legal Advice:** The Board agreed that we may need to seek legal council on a few issues this year. Formulation of future election strategies to address the issue of quorum, collection of delinquent dues and non-compliance in the community. Also, we probably need to revise the Bylaws and Declaration to work better with technology. It was agreed that this would be a long process and not the most important project right now. Zach will work on getting a lawyer to work with us.

**Communications with the Members:** It was brought up that the biggest complaint heard is, "No one knows what is going on." The following was decided:

1. Zack has prepared a letter he wants to send out with the invoices for 2019 dues.
2. The Web Site will be upgraded and communications will be posted frequently.
3. There will be a linkage on the website for all Board Members to have e-mails sent to them directly.
4. The Treasurer will post the 2018 Financial Summary when available.
5. The Treasurer will post the 2019 Budget after Board Approval.
6. The general e-mail will be monitored and members will receive answers in a timely manner.

**Discussion of Pond:** Much discussion ensued about the safety of having people fish in the Pond. We do not own the property. However, we are responsible for the landscaping around it. Zac will look up common property and determine our liability. Zack is also having our insurance policy reviewed to ensure we are covered in case of accidents. It was agreed that we need to remove the sign that infers that HOA members may use the pond.

**Property Non-Compliance in the Community:** When Zach assumed the Presidency and was given the passwords to access the e-mails, it was found that there were numerous unanswered e-mails requesting guidance on property improvements.



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Therefore, because they never heard back from the HOA, they proceeded with their improvements. The following strategies were agreed upon:

1. Each improvement will be taken on a case by case basis. Mark was asked to put together some ideas on how to proceed with this task. He will present his ideas at the next Board Meeting.
2. Zach will follow up on current complaints.
3. Scott suggested that if the improvement would have been approved following the instructions in the Bylaws and Declaration, it should be approved now.
4. It was suggested that we establish a committee for Property Improvements.

**Web Site:** Ken Eaton will head up the upgrading of the web site with Scott Tabar's help. The domain needs to be changed. We must make that decision within the next few weeks, since the bill for the existing domain is due by the beginning of December.

#### **Treasurer's Report:**

1. Audit:
  - The books have not been reviewed for 7 or 8 years. Patti has been contacting accounting firms and the costs are astronomical for audits. It was agreed that what we need is more of a review of Income and Expenditures. Patti will find an accounting firm to complete a review of the 2017 financials.
  - Patti reported that from what she has been able to determine in the short period of time that she has had the Treasurers position, the Financials and Quick Book Records are in good shape.
2. Patti reported that the bank account has been moved to Fifth Third Bank in Ross. The money transferred from the old account:  
Operating Account: \$26,671.66 Reserve Account: \$33,245.54.
3. Patti has a document prepared entitled "How Is Our Money Used" that she would like to send out with the invoices. This document quotes the Declaration Article IV: The Purposes of Annual Assessment. It was decided to put this on the Website when the 2018 Financial Summary and 2019 Budget are posted. It was decided that the President's Letter was more important to be mailed with the invoice. We didn't want to put too much in one mailing.



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4. Price of the Annual Assessment was discussed. It was decided to leave the Annual Assessment at \$140.00 because there are too many unknowns during this transition period.
5. The Treasurer's Report included the fact that there are 24 households who are delinquent in paying their dues.
  - The total amount outstanding as of October 30, 2018 was \$14,093.11.
  - As of this meeting we have received \$965 of that amount.
  - The President and Treasurer set the goal to have Accounts Receivables cleaned up by July 2019.
  - There has been a lack of communication with Title Agencies. The implications being that new homeowners may not have been properly notified that our community has an HOA and that the outgoing homeowners may not have paid their past fees in full. Patti will follow up.

**Annual Meeting:** The date will be March 19, 2019 at 7PM. It was agreed that we need a different site to hold the meeting. This will be investigated. A Board Member needs to be assigned this task. Zack will schedule another Board Meeting prior to this date.

**Adjournment:** 9PM

Respectfully submitted by Patti Eaton