

*Birchfield Woods Cluster Association
Board Meeting Minutes
17 July 2002*

The following individuals attended the meeting:

Joe Kamide, President
Bill Brazier, Vice President
Jan Batch, Treasurer
Anne Juran, Secretary
Dick Fagan, Board Member
Julie Schoenman, Board Member
Woody Overend, Board Member
Brody Buhler, Board Member
James Juran, Communications Committee
Bruce Bentley, Maintenance Committee
Marggi Mitchell, Walkabout Committee

The meeting was called to order at 7:30 PM.

The minutes of the previous meeting were accepted into the record as presented.

Old Business

Unpaid homeowners: The lawyer has said that the delinquent owners have paid through 1999. Liens were not filed in 2000 & 2001.

Management Company: Koger Management has been chosen.

Maintenance Committee: Maintenance and Improvement Committees met on 15 July 2002. Report was presented to board.

Trees - The board decided to remove three Bradford Pears and provide money for replacement trees. Additionally, a cap was set to spend up to \$1000 to remove three pine trees.

Tot Lot - Research will be done on pricing for a new tot lot. A cap was set at \$500 to provide mulch.

Cluster clean-up will be on October 5, 2002.

New Business

Brody Buhler was elected to the vacant board position.

Insurance: We need to know what our own policy covers (ref: tot lot liability.)

Paving: The management company will help us plan for this. Removable speed humps were discussed. It was decided that speeding would be mentioned in the newsletter. If speeding doesn't diminish a special assessment may be imposed to pay for speed humps.

Retaining Wall: Management company can help us with scheduling maintenance on this. It will be cosmetically repaired during the cluster cleanup day.

The cluster yard sale will be on September 7, 2002.

A homeowner's deck design was sent from RA to the cluster board to approve. The resident wished to have the deck run the entire width of the townhouse, include a sunburst design, and have a lattice privacy screen. The board decided that the deck must be inset 2' on both sides. The board voted that the privacy lattice may not be put up. The board voted that the sunburst design was acceptable.

Landscaping: Weed control will be done for two months. Curb cleanup will be done in August and October. Half of the perimeter will undergo perimeter control.

Treasurer's Report (prepared by Doreen Schaeffer, acting treasurer, who was absent from meeting.) The following was raised by the board:

- What is the \$37.75 in admin for? Why isn't it budgeted? Should it actually be in miscellaneous/contingent column?
- What items constitute common area maintenance?
- What were the \$300 in common area spent on?
- Discussion of questions tabled until Doreen was present.
- Taxes were done and paid.
- Liens have been filed for this year for the two unpaid homeowners.

The meeting was adjourned at 9:45 PM.