

Birchfield Woods Cluster Association
Board Meeting Minutes
August 6, 2003

The following individuals attended the meeting:

James Juran, President
Victor Tchiprout, Vice President
Mary Tchiprout, Secretary
Julie Schoenman, Treasurer
Keary Buhler, Board Member
Dick Fagan, Board Member
Lee DeLong, Improvements Committee
Julie DeLong, Walkabout Committee

The meeting was called to order at 7:30pm

The draft minutes from the previous meeting were accepted with a minor change.

Rules and Regulations Document

- Removed two sentences discussing double parking in regulations. No other changes were made to the rules document.
- Rules document was adopted.

Letter to Homeowners

- Letter was approved.
- Letters will be mailed to owners and hand delivered to renters so that all residents will be informed for the adopted rules.

Landscaping Report- Keary Buhler

- Getting bid on high top pruning of Bradford Pear trees

Bids on Sidewalk and Retaining wall- Lee DeLong

- Received three bids on concrete sidewalk replacement. Lee will get a proposal from the lowest bidder and go to look at his work in other areas. Plan to have contract available by next meeting for board members to review.
- Received 4 consultant proposals for evaluating the retaining wall. A report will be conducted to evaluate remaining life expectancy of the retaining wall and recommendations. Board needs to evaluate all proposals for next meeting.

Finance Review- Julie Schoenman

- Harry Rowe will write a letters to delinquent homeowners requesting full payment of unpaid assessment fees.
- Savings report and financial reports do not match and Julie is trying to trace the gap in records.
- New auditor has been hired to do taxes and audit for \$1,200.00.

New Business

Walkabout Update- Julie DeLong

- Results of Walkabout: 8 RA Oversight, 5 on-going Violations, 32 current violations, 23 Watch, 33 Good, 7 thank you. RA Oversights will be reevaluated to determine which are most serious at the next meeting.

AAA Lawsuit

- James sent pictures to Harry Rowe
- James will discuss settlement options with Harry Rowe

An Update on a unit

- Health department found no grave health violations in house
- It has been noticed that some improvements (ie power washing) has been done at the unit.

Insurance Policy was received and will be reviewed before deciding whether to increase coverage.

Next Meetings:

- Mary and Victor's house (#1550) on Wednesday, August 27th at 7:30pm
- September Meeting- Julie Schoenman's house (#1621) on Wednesday, September 17th.