

**MONTGOMERY MEADOWS HOMEOWNERS ASSOCIATION**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**MONDAY, SEPTEMBER 10, 2001**

Guests: Cynthia Albl from 1301 attended the meeting. She presented to the Board some concerns and work that she wanted to have done at building 1300. The Board has already approved final payment to all contractors and inspected the job on several occasions. The engineer has also signed off on the job - except for the handrails. Lisa Bloomer has requested Better Home Products, Jeffrey Allen Corporation and Shayler Creek Landscaping to look into these issues. Lisa Bloomer will wait further instructions from the Board of Trustees and will get back with the homeowner once the Board has an opportunity to inspect building 1300 again.

Guests: Nancy Baesel from 703 attended the meeting. Nancy made several recommendations to the Board regarding policy and rules and regulations. The Board will look into these issues.

**CALL TO ORDER:** Rodg Gerhardt, Board President, called the meeting to order at 7:30 p.m.

**ATTENDANCE TAKEN:** Rodg Gerhardt, Thelma Bikulcius, Amy Darrah, Don Kindle and Debbie Wallace. Maurice Trabout and Jack Dodd had an excused absence.

**APPROVAL OF MINUTES:** The Board of Trustees approved the Minutes of the August 13, 2001 Board of Trustees Meeting.

**MANAGEMENT REPORT:** The Board approved the management report as written. Balance in the checking account as of August 31, 2001 was \$11,579.27. Balance in the reserve account as of August 31, 2001 was \$30,152.41. The Board reviewed the past due report as of August 31, 2001. The Board reviewed the check listing submitted by Management Plus for invoices to be paid for September 2001. The Board approved the payment of all invoices. The Board will need to submit to Management Plus payments of the invoices.

**TAX RETURN:** Management Plus turned over to the Board a copy of the 2000 tax return. Rodg Gerhardt will need to sign copy of tax return for the IRS and for the Association's records. Tax return is due September 15, 2001.

**EXECUTIVE SESSION:** Rodg Gerhardt requested a special executive session meeting of the four officers of the Association. Rodg Gerhardt, Jack Dodd, Thelma Bikulcius and Maurice Trabout will meet this weekend.

## **OLD/NEW BUSINESS:**

- A.) Handrails 1300: Materials arrived from the contractor and they were wrong. A special rush order has been requested. Jeffrey Allen Corporation will make repairs to one wall near 1305 and install the handrail. This work was contracted in addition to the major renovation project. Schneider Home Equipment will install handrails as soon as they receive all materials.
- B.) 100 Garage: The Board had not inspected the area and was not able to make a decision on this matter. Management Plus recommended that the engineer be contacted to monitor the situation. The Board would like to table this issue until next spring.
- C.) Gutter Replacements: Management Plus submitted two more bids for the installation of larger gutters and downspouts. The Board had a lengthy and heated discussion regarding major improvements to the community. This issue was tabled.
- D.) Exterior touch up painting buildings 100-500 around front doors: Sam Hickman Painting will do this work and work should be done end of September or in October 2001.
- E.) Paving Work: After a lengthy discussion regarding paving work within the community the Board decided to double check the community and give Management Plus a list of recommended areas to be done (if possible) this fall otherwise work not to be done until next spring. Management Plus will have to contact contractors and give updated bids once the Board decides what work they do want to consider.
- F.) Tree Work: After a lengthy discussion the Board was not able to make a decision regarding the tree work. The Board agreed that they would review the list of recommended tree work by Tree Images and Davey Tree. Once they have reviewed this list they will give to Management Plus a list of work that they would like to have done this fall or winter. Once Management Plus receives this list from the Board Management Plus will need to get updated price from Tree Images. The Board did agree to proceed with Tree Images not Davey Tree.
- G.) 600 Steps: Management Plus submitted a written report from Steve Verssen, an engineer of Veritech, Inc. regarding the steps at Building 600. The Board reviewed the report but took no action.
- H.) Termites: Management Plus submitted an updated report from John Woods of Complete Pest Control Services. No action was needed at this time.
- I.) Budget: A very lengthy discussion was held regarding the 2002 Budget. The Board is not in agreement as to what action to take or what direction to head in for 2002. A budget committee was formed - Don Kindle, Jack Dodd, Thelma Bikulcius and Rodg Gerhardt. The budget committee will have their first meeting on September 19, 2001. The purpose of this meeting will be to evaluate the remaining goals of 2001 and look into

the year 2002.

J.) **Annual Meeting: Tentative Date: January 14, 2001 - please mark your calendar.** Anyone interested in serving on the Board, please send written notice to Management Plus no later than October 1, 2001. Debbie Wallace and Don Kindle's terms are up this year. Both homeowners are considering running again for the Board.

K.) **Request from 302 Brian Dwyer - new garage door:** No decision was reached. It was agreed that Rodg Gerhardt would inspect the door and get back with Management Plus. As a general reminder routine maintenance of the garage doors, equipment and openers are the homeowner's responsibility. The Association only takes care of the replacement of the garage doors.

L.) **Walk Through:** The Board scheduled the fall walk through on October 27, 2001 at 9:00 a.m. If you have any item that you would like the Board to look at, please send written notification to Management Plus no later than October 20, 2001.

M.) **Towing of Vehicles:** The Board authorized the towing of vehicles without current license plates and not in running condition. The Board authorized the towing of the brown car at building 600.

N.) **Vehicles in Violation of the Parking Rules:** Any vehicle can be towed that is in violation of the parking rules. Please review the parking rules. A tow company has been hired to take care of the towing needs of the community. The Board does plan to tow any vehicles that are in violation of the parking rules. Keep in mind that the visitor spots are for visitors not homeowners. All vehicles must be parked in your own parking spaces. Vehicles must have current license plates and be in running condition. **THE BOARD WILL BE TAKING ACTION ON PARKING VIOLATORS.**

O.) **Board Request:** The Board requested that Management Plus contact Carol Brady about a parking situation and pet issue. Dog kennels or doghouses are not permitted on the property or on the patio areas.

P.) **Board Request:** The Board requested that Management Plus contact Lauren Woodenberg about making landscaping improvements to the limited and common areas. This is not permitted without the Board approval. The homeowners must refrain from working on the common area. This is not acceptable. The Board would like the common area left alone - no further landscaping improvements or removals around the 1100 Building or in the woods. Any further improvements or damage created by the homeowner will be assessed to the homeowner in order to correct any improvements or damage done by the homeowner.

Q.) **Board Request:** The Board requested that Management Plus contact Shayler Creek about the clean up of weeds around the 1202 electrical box.

R.) Board Request: The Board requested that Management Plus contact legal counsel regarding what actions the Board can take against homeowners who refuse to abide by the rules and regulations as well as the Declaration & By-laws.

S.) Homeowners responsibility: Homeowners are reminded that they are responsible for the clean up of the four-foot area around their unit. The landscaping improvements such as weeding, mulching, trimming, bush removal, bush replacements, tree trimming, tree removal, etc. within this four foot area is the homeowners responsibility.

T.) Service Request Forms: Homeowners are reminded to use a service request form to report routine service needs. Just because a homeowner requests service does not mean that the Association is obligated or wishes to make those improvements. The Board has the final decision as to what improvements and or work is done in the community. Please remember not to make the Association part of your sales agreement. The Association is not obligated to make any repairs and or replacements just because your potential buyer or home inspector asks for or requests this work. If you agree to make any improvements in your sales agreement - those are at your sole expense - not the Association.

**ADJOURNMENT:** The meeting adjourned at 9:35 p.m. with no further business to discuss. The next meeting will be held on October 8, 2001 at 7:00 p.m. at the home of Debbie Wallace - 802.

Montgomery Meadows HOA  
GENERAL FUNDS STATEMENT  
Period: 08/01/01 to 08/31/01

MONTGOMERY MEADOWS  
RESERVE SUMMARY  
August 31, 2001

INCOME:	Description	Current Period			Actual	Year-To-Date	Variance	Yearly Budget
		Actual	Budget	Variance				
06310	Assessment Income	7,398.00	6,235.00	(827.00)	67,939.30	65,800.00	2,139.30	
06335	Additional Funding to Reserves	950.00	.00	950.00	47,700.00	(5,300.00)	47,000.00	
06340	Late Fee Income	15.00	.00	15.00	355.00	.00	355.00	
	TOTAL INCOME:	6,363.00	6,235.00	128.00	109,994.30	112,800.00	(2,805.70)	
							145,700.00	
EXPERSES:								
07010	Management Fees	587.50	587.00	(.50)	4,700.00	4,695.00	(4.00)	
07140	Appl. Fees	.00	125.00	125.00	1,115.00	1,000.00	(115.00)	
07160	Legal Fees	.00	54.00	54.00	320.00	432.00	112.00	
07260	Postage & Copies	55.34	108.00	52.66	344.62	884.00	(539.38)	
07280	Insurance General	689.70	666.00	(23.70)	6,533.50	5,328.00	(1,205.50)	
07300	Miscellaneous General	.00	15.00	15.00	125.00	120.00	(5.00)	
07320	Property Tax	.00	4.00	4.00	26.04	32.00	(5.96)	
07430	Federal Income Tax	.00	18.00	18.00	270.00	141.00	(129.00)	
08910	Electricity	113.85	141.00	27.15	6,999.40	10,328.00	3,328.60	
08930	Water & Sewer	.00	1,251.00	1,251.00	6,999.40	10,328.00	3,328.60	
09110	Building Maintenance	1,073.48	1,250.00	176.52	6,828.28	10,000.00	3,171.72	
09510	Lawn Maintenance	2,275.59	2,083.00	(192.59)	14,617.84	15,684.00	2,066.16	
09700	Traffic Removal	481.75	470.00	(11.75)	3,854.00	3,780.00	(74.00)	
09800	Snow Removal	.00	221.00	221.00	1,891.82	2,328.00	(436.18)	
09910	Salaries	1,117.00	1,117.00	.00	6,258.00	8,936.00	2,678.00	
09930	Additional Funding to Reserves	.00	.00	.00	41,630.00	47,000.00	5,370.00	
	TOTAL EXPENSES:	6,396.21	8,220.00	1,823.79	99,682.41	112,760.00	13,077.57	
							145,700.00	
	EXCESS RECEIPTS OVER DISBURSE	1,966.79	5.00	1,961.79	10,312.07	40.00	10,272.07	
							.00	

PREVIOUS BALANCE 07/31/01 \$ 9,612.48  
EXCESS RECEIPTS OVER DISBURSE \$ 1,966.79  
CASH IN BANK 08/31/01 \$ 11,579.27

Expense Category	Beginning Bal.	Transfer In	Withdrawals	Ending Bal.	YTD	
					Transfer In	Withdrawals
Road Resurface	0.00			0.00	0.00	0.00
Seal Coating	0.00			0.00	0.00	0.00
Asphalt Repairs 2001	0.00			0.00	0.00	0.00
Concrete	0.00			0.00	0.00	0.00
Water & Sewer Lines	-400.00			-400.00	2,000.00	2,400.00
Roots	0.00			0.00	0.00	0.00
Gutters/Downspouts	-4,133.00	1,117.00		-3,016.00	3,351.00	6,367.00
Gutter Guards	0.00			0.00	0.00	0.00
Chimney Flashing/Caps	0.00			0.00	0.00	0.00
Garage Doors	0.00			0.00	0.00	0.00
Garage Windows/Slide Dr	0.00			0.00	0.00	0.00
Shutters	0.00			0.00	0.00	0.00
Trim Garages	0.00			0.00	0.00	0.00
Drainage/Undergrounds	383.40			383.40	2,234.00	1,850.60
Tree Trim/Removal	0.00			0.00	0.00	0.00
Landscape Improvements	-753.66			-753.66	0.00	753.66
Herricks	0.00			0.00	0.00	0.00
Termite Renewal	-132.50			-132.50	0.00	132.50
Lighting (front doors)	-3,042.20			-3,042.20	0.00	3,042.20
Lighting (balance)	0.00			0.00	0.00	0.00
Soffits, Rake, etc.	0.00			0.00	0.00	0.00
Sliding	0.00			0.00	0.00	0.00
Painting	3,351.00			3,351.00	0.00	0.00
Mailboxes	0.00			0.00	0.00	0.00
Allen Block Wall	0.00			0.00	0.00	0.00
Rock Walls	0.00			0.00	0.00	0.00
Rock Fronts	0.00			0.00	0.00	0.00
Brick Veneer Buildings	0.00			0.00	0.00	0.00
Miscellaneous	0.00			0.00	0.00	0.00
Building 100 Garage	0.00			0.00	0.00	0.00
Front Steps	-398.00			-398.00	0.00	398.00
Electrical Box Covers	0.00			0.00	0.00	0.00
Electrical Wiring Transfer	0.00			0.00	0.00	0.00
Additional Funding 2001	41,630.00			41,630.00	39,630.00	0.00
1300 Building	-7,873.24			-10,444.57	0.00	0.00
Contingency	2,185.22			2,185.22	0.00	0.00
Totals:	30,817.02	1,117.00	2,571.33	29,362.69	50,566.00	40,162.87
Interest:	789.72			789.72	789.72	0.00
TOTAL:	31,606.74	1,117.00	2,571.33	30,152.41	51,355.72	40,162.87