

MONTGOMERY MEADOWS HOMEOWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING MINUTES
MONDAY, NOVEMBER 12, 2001

CALL TO ORDER: Rodg Gerhardt called the meeting to order at 7:00 p.m.

ATTENDANCE TAKEN: Rodg Gerhardt, Maurice Trabou, Thelma Bikulcius, Amy Darrah, Debbie Wallace, Jack Dodd and Don Kindle. Lisa Bloomer represented Complete Property Management Group, Inc. D.B.A. Management Plus Realty Service.

APPROVAL OF MINUTES: The Board of Trustees approved the Minutes of the October 8, 2001 Board of Trustees Meeting.

MANAGEMENT REPORT: The Board approved the management report as written. Balance in the checking account as of October 31, 2001 was \$9,930.31. The balance in the reserve account as of October 31, 2001 was \$27,255.39. The Board reviewed the past due report. The Board authorized Management Plus to proceed with lien on the past due accounts. The Board approved the payment of the invoices submitted by Management Plus.

OLD/NEW BUSINESS:

- a.) Exterior Touch Up Painting 100-500 Buildings: The painter has started working.
- b.) Budget: The Board approved the 2002 Budget. Homeowners may continue to pay \$175.00 per month. The Board approved additional funding to the reserve account in 2002 of \$1,000.00 per unit effective January 1, 2002. The following payment schedules will be available to all homeowners: First payment of \$500.00 due January 1, 2002. Payment should be made with the January 2002 monthly assessment fee. If full payment of \$500.00 is not received by January 15, 2002 you will be assessed an additional \$100.00. Second payment of \$500.00 due July 1, 2002. Payment should be made with the July 2002 monthly assessment fee. If full payment and or any other balance due are not received by July 15, 2002 you will be assessed an additional \$100.00.
- c.) Tree Work: Lisa Bloomer set up an appointment with Rodg Gerhardt and Thelma Bikulcius to look at the tree work on November 26, 2001.
- d.) Paving Work: Over the winter bids new bids will be obtained for the 2002 season.
- e.) Garage Damage: The insurance company has authorized payment to MVM for this work. Anyone that has any information on the person that hit the side of the garage, please contact Lisa Bloomer at 513-772-2570 ext. 12.

- f.) Garages are to be used for the parking of vehicles only. Homeowners and residents should not be using the garage area to store personal items, a work area or shop area, etc.
- g.) Snow Removal: Shayler Creek will be taking care of the snow removal this winter. Sidewalks and parking lot will not be done until after two inches of snow has fallen. Prior to two inches of snow and before the contractor arrives the homeowner would be responsible for snow removal. Extra snow removal product has been left in the unlocked garages.
- h.) Lottery Parking Spaces: New parking spaces will be available at the annual meeting.
- i.) City of Montgomery: The City of Montgomery installed a “no outlet” sign by the front entrance.
- j.) Walk Through: The walk through took place on October 27, 2001. Management Plus provided the Board with a copy of the list of items that need to be addressed.
- k.) Letter from Jane Saylor: The homeowner sent a thank you note to the Board. The Board would like to thank the homeowner for the thank you note. They certainly appreciate it.
- l.) Interior Damage to Units: Homeowners are reminded that if they experience interior damage to the unit for any reason they should contact their own insurance company to report the interior damage and send written notice to the management company so that the insurance company for the Association can be put on notice. Homeowner are encouraged to carry an HO6 insurance policy with additional riders or coverage’s such as earthquake coverage, flood coverage, betterments and improvements, loss assessment coverage, liability coverage, back up of sewer and drains, special assessment coverage, etc.
- m.) Building 700 has experienced roof leaks over the last couple of years. Molloy Roofing has been authorized to make additional repairs to the building. If the Association experiences any further problems the Board would like to look into reproofing this section that continues to leak – instead of keep making repairs.

n.) ANNUAL MEETING: THE ANNUAL MEETING IS SCHEDULED FOR JANUARY 24, 2002. THE MEETING WILL BEGIN AT 7:00 P.M.

ADJOURNMENT: With no further business to discuss the meeting adjourned at 8:00 p.m. The next Board Meeting is scheduled for January 14, 2002. The meeting will be held at the home of Thelma Bikulcius – 403.

THE MONTGOMERY MEADOWS HOMEOWNERS ASSOCIATION

REMINDER NOTICE OF ANNUAL MEETING

JANUARY 24, 2002

PROXY/BALLOT

PLEASE TAKE THE TIME TO VOTE: YOUR VOTE IS VERY IMPORTANT!

The undersigned represents that he/she is unable to attend the Montgomery Meadows Homeowners Association Meeting on Thursday, January 24, 2002 at 7:00 p.m. at Terwilliger Lodge at 10530 Deerfield Road, and hereby authorizes the use of this Proxy Ballot to represent my vote as indicated at said Meeting or at any adjournments thereof.

THREE POSITIONS AVAILABLE: VOTE FOR NO MORE THAN THREE NOMINEES: Place an (x) next to the three names:

Jack Dodd _____

Walter Rugh _____

Debbie Wallace _____

If you plan to attend the Homeowners Meeting on Thursday, January 24, 2002, please bring this ballot with you. This will be your way to cast your vote.

Signature of Unit Owner: _____

Address: _____

Phone Number: _____

Date: _____

Montgomery Meadows HOA
GENERAL FUNDS STATEMENT
 Period: 11/01/01 to 11/30/01

Description	Current Period			Year-To-Date			Yearly Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
INCOME:								
06310	Assessment Income	6,767.50	8,225.00	(1,457.50)	91,539.50	90,475.00	1,064.50	98,700.00
06335	Additional Funding to Reserves	.00	.00	.00	42,300.00	47,000.00	(4,700.00)	47,000.00
06340	Late Fee Income	15.00	.00	15.00	385.00	.00	385.00	.00
06920	Misc. Income	.00	.00	.00	61.00	.00	61.00	.00
TOTAL INCOME:		6,782.50	8,225.00	(1,442.50)	134,285.50	137,475.00	(3,189.50)	145,700.00
EXPENSES:								
07010	Management Fees	587.50	587.00	(.50)	6,462.50	6,457.00	(5.50)	7,050.00
07140	Audit Fees	1,065.00	125.00	(940.00)	2,180.00	1,375.00	(805.00)	1,500.00
07160	Legal Fees	.00	54.00	54.00	320.00	594.00	274.00	650.00
07260	Postage & Copies	.00	108.00	108.00	1,380.56	1,188.00	(192.56)	1,300.00
07280	Insurance General	.00	666.00	666.00	7,243.20	7,326.00	82.80	8,000.00
07300	Miscellaneous General	.00	15.00	15.00	445.00	165.00	(280.00)	180.00
07320	Property Tax	.00	4.00	4.00	26.04	44.00	17.96	50.00
07430	Federal Income Tax	.00	18.00	18.00	270.00	198.00	(72.00)	220.00
08910	Electricity	119.94	141.00	21.06	1,226.90	1,551.00	324.10	1,700.00
08930	Water & Sewer	.00	1,291.00	1,291.00	10,620.44	14,201.00	3,580.56	15,500.00
09110	Building Maintenance	189.50	1,250.00	1,060.50	10,691.49	13,750.00	3,058.51	15,000.00
09610	Lawn Maintenance	1,763.15	2,083.00	319.85	20,294.53	22,913.00	2,618.47	25,000.00
09700	Trash Removal	481.75	470.00	(11.75)	5,299.25	5,170.00	(129.25)	5,640.00
09800	Snow Removal	.00	291.00	291.00	1,891.82	3,201.00	1,309.18	3,500.00
09910	Reserves	1,117.00	1,117.00	.00	12,287.00	12,287.00	.00	13,410.00
09930	Additional Funding to Reserves	.00	.00	.00	43,525.00	47,000.00	3,475.00	47,000.00
TOTAL EXPENSES:		5,323.84	8,220.00	2,896.16	124,163.73	137,420.00	13,256.27	145,700.00
EXCESS RCPT OVER DISBSMT		1,458.66	5.00	1,453.66	10,121.77	55.00	10,066.77	.00

PREVIOUS BALANCE 10/31/01 \$ 9,930.31
 EXCESS RCPT OVER DISBSMT \$ 1,458.66
 CASH IN BANK 11/30/01 \$ 11,388.97

**MONTGOMERY MEADOWS
RESERVE SUMMARY
November 30, 2001**

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
Roofs	0.00			0.00	0.00	0.00
Gutters/Downspouts	-5,332.00	1,117.00		-4,215.00	6,702.00	10,917.00
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/Side 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
Hemlocks	0.00			0.00	0.00	0.00
Termite Renewal	-551.50		922.20	-1,473.70	0.00	1,473.70
Termite New	-3,042.20			-3,042.20	0.00	3,042.20
Lighting (front doors)	0.00			0.00	0.00	0.00
Lighting (balance)	0.00			0.00	0.00	0.00
Soffits, Rake, etc.	0.00			0.00	0.00	0.00
Siding	0.00			0.00	0.00	0.00
Painting	3,351.00			3,351.00	3,351.00	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	-47.70			-47.70	0.00	47.70
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 Transfor	0.00			0.00	0.00	0.00
Additional Funding 2001	43,525.00			43,525.00	41,525.00	0.00
1300 Building	-11,758.85			-11,758.85	0.00	26,533.19
Contingency	1,204.72			1,204.72	0.00	980.50
Totals:	26,180.21	1,117.00	922.20	26,375.01	55,812.00	48,396.55
Interest:	1,075.18			1,075.18	1,075.18	0.00
TOTAL:	27,255.39	1,117.00	922.20	27,450.19	56,887.18	48,396.55

Montgomery Meadows HOA
GENERAL FUNDS STATEMENT
 Period: 10/01/01 to 10/31/01

Description	Current Period			Year-To-Date			Yearly Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
INCOME:								
06310	Assessment Income	9,132.50	8,225.00	907.50	84,772.00	82,250.00	2,522.00	98,700.00
06335	Additional Funding to Reserves	425.00	.00	425.00	42,300.00	47,000.00	(4,700.00)	47,000.00
06340	Late Fee Income	15.00	.00	15.00	370.00	.00	370.00	.00
06920	Misc. Income	61.00	.00	61.00	61.00	.00	61.00	.00
TOTAL INCOME:		9,633.50	8,225.00	1,408.50	127,503.00	129,250.00	(1,747.00)	145,700.00
EXPENSES:								
07010	Management Fees	587.50	587.00	(.50)	5,875.00	5,870.00	(5.00)	7,050.00
07140	Audit Fees	.00	125.00	125.00	1,115.00	1,250.00	135.00	1,500.00
07160	Legal Fees	.00	54.00	54.00	320.00	540.00	220.00	650.00
07260	Postage & Copies	256.31	108.00	(148.31)	1,380.56	1,080.00	(300.56)	1,300.00
07280	Insurance General	.00	666.00	666.00	7,243.20	6,660.00	(583.20)	8,000.00
07300	Miscellaneous General	195.00	15.00	(180.00)	445.00	150.00	(295.00)	180.00
07320	Property Tax	.00	4.00	4.00	26.04	40.00	13.96	50.00
07430	Federal Income Tax	.00	18.00	18.00	270.00	180.00	(90.00)	220.00
08910	Electricity	123.68	141.00	17.32	1,106.96	1,410.00	303.04	1,700.00
08930	Water & Sewer	29.79	1,291.00	1,261.21	10,620.44	12,910.00	2,289.56	15,500.00
09110	Building Maintenance	779.66	1,250.00	470.34	10,501.99	12,500.00	1,998.01	15,000.00
09610	Lawn Maintenance	2,000.59	2,083.00	82.41	18,531.38	20,830.00	2,298.62	25,000.00
09700	Trash Removal	481.75	470.00	(11.75)	4,817.50	4,700.00	(117.50)	5,640.00
09800	Snow Removal	.00	291.00	291.00	1,891.82	2,910.00	1,018.18	3,500.00
09910	Reserves	1,117.00	1,117.00	.00	11,170.00	11,170.00	.00	13,410.00
09930	Additional Funding to Reserves	.00	.00	.00	43,525.00	47,000.00	3,475.00	47,000.00
TOTAL EXPENSES:		5,571.28	8,220.00	2,648.72	118,839.89	129,200.00	10,360.11	145,700.00
EXCESS RCPT OVER DISBSMT		4,062.22	5.00	4,057.22	8,663.11	50.00	8,613.11	.00

PREVIOUS BALANCE 09/30/01 \$ 5,868.09
 EXCESS RCPT OVER DISBSMT \$ 4,062.22
 CASH IN BANK 10/31/01 \$ 9,930.31

**MONTGOMERY MEADOWS
RESERVE SUMMARY
October 31, 2001**

Expense Category	Beginning Bal.	Transfer In	Withdrawals	Ending Bal.	YTD Transfer In	YTD 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
Roofs	0.00			0.00	0.00	0.00
Gutters/Downspouts	-1,899.00	1,117.00	4,550.00	-5,332.00	5,585.00	10,917.00
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/Side 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
Hemlocks	0.00			0.00	0.00	0.00
Termite Renewal	-392.50		159.00	-551.50	0.00	551.50
Termite New	-3,042.20			-3,042.20	0.00	3,042.20
Lighting (front doors)	0.00			0.00	0.00	0.00
Lighting (balance)	0.00			0.00	0.00	0.00
Soffits, Rake, etc.	0.00			0.00	0.00	0.00
Siding	0.00			0.00	0.00	0.00
Painting	3,351.00			3,351.00	3,351.00	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	-47.70			-47.70	0.00	47.70
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 Transfor	0.00			0.00	0.00	0.00
Additional Funding 2001	43,525.00			43,525.00	41,525.00	0.00
1300 Building	-10,444.57		1,314.28	-11,758.85	0.00	26,533.19
Contingency	2,185.22		980.50	1,204.72	0.00	980.50
Totals:	32,066.99	1,117.00	7,003.78	26,180.21	54,695.00	47,474.35
Interest:	1,075.18			1,075.18	1,075.18	0.00
TOTAL:	33,142.17	1,117.00	7,003.78	27,255.39	55,770.18	47,474.35

Montgomery Meadows HOA
GENERAL FUNDS STATEMENT
 Period: 10/01/01 to 10/31/01

Description	Current Period			Year-To-Date			Yearly Budget	
	Actual	Budget	Variance	Actual	Budget	Variance		
INCOME:								
06310	Assessment Income	9,132.50	8,225.00	907.50	84,772.00	82,250.00	2,522.00	98,700.00
06335	Additional Funding to Reserves	425.00	.00	425.00	42,300.00	47,000.00	(4,700.00)	47,000.00
06340	Late Fee Income	15.00	.00	15.00	370.00	.00	370.00	.00
06920	Misc. Income	61.00	.00	61.00	61.00	.00	61.00	.00
TOTAL INCOME:		9,633.50	8,225.00	1,408.50	127,503.00	129,250.00	(1,747.00)	145,700.00
EXPENSES:								
07010	Management Fees	587.50	587.00	(.50)	5,875.00	5,870.00	(5.00)	7,050.00
07140	Audit Fees	.00	125.00	125.00	1,115.00	1,250.00	135.00	1,500.00
07160	Legal Fees	.00	54.00	54.00	320.00	540.00	220.00	650.00
07260	Postage & Copies	256.31	108.00	(148.31)	1,380.56	1,080.00	(300.56)	1,300.00
07280	Insurance General	.00	666.00	666.00	7,243.20	6,660.00	(583.20)	8,000.00
07300	Miscellaneous General	195.00	15.00	(180.00)	445.00	150.00	(295.00)	180.00
07320	Property Tax	.00	4.00	4.00	26.04	40.00	13.96	50.00
07430	Federal Income Tax	.00	18.00	18.00	270.00	180.00	(90.00)	220.00
08910	Electricity	123.68	141.00	17.32	1,106.96	1,410.00	303.04	1,700.00
08930	Water & Sewer	29.79	1,291.00	1,261.21	10,620.44	12,910.00	2,289.56	15,500.00
09110	Building Maintenance	779.66	1,250.00	470.34	10,501.99	12,500.00	1,998.01	15,000.00
09610	Lawn Maintenance	2,000.59	2,083.00	82.41	18,531.38	20,830.00	2,298.62	25,000.00
09700	Trash Removal	481.75	470.00	(11.75)	4,817.50	4,700.00	(117.50)	5,640.00
09800	Snow Removal	.00	291.00	291.00	1,891.82	2,910.00	1,018.18	3,500.00
09910	Reserves	1,117.00	1,117.00	.00	11,170.00	11,170.00	.00	13,410.00
09930	Additional Funding to Reserves	.00	.00	.00	43,525.00	47,000.00	3,475.00	47,000.00
TOTAL EXPENSES:		5,571.28	8,220.00	2,648.72	118,839.89	129,200.00	10,360.11	145,700.00
EXCESS RCPT OVER DISBSMT		4,062.22	5.00	4,057.22	8,663.11	50.00	8,613.11	.00

PREVIOUS BALANCE 09/30/01 \$ 5,868.09
 EXCESS RCPT OVER DISBSMT \$ 4,062.22
 CASH IN BANK 10/31/01 \$ 9,930.31

SERVICE REQUEST FORM

Name of Community: _____

OWNER: _____ DATE: _____

ADDRESS: _____ UNIT #: _____

CITY: _____ STATE: _____ ZIP: _____

HOME PHONE NUMBER: _____ FAX #: _____

WORK PHONE NUMBER: _____ CELL PHONE: _____

PROBLEM: (BE EXPLICIT):

PLEASE STATE ANY OTHER PROBLEMS, CONCERNS, OR QUESTIONS YOU MAY HAVE:

IF A HOMEOWNER REQUESTS SERVICE WORK AND THE WORK IS NOT AN ASSOCIATION EXPENSE THE HOMEOWNER WILL BE CHARGED FOR ALL LABOR AND MATERIALS CONNECTED WITH THIS SERVICE CALL. OUR MINIMUM SERVICE CALL IS \$47.50 AS OF AUGUST 1, 2001. RATES ARE SUBJECT TO CHANGE WITH NO NOTICE. PLEASE BE SURE THAT ALL WORK REQUESTED ON THIS FORM IS AN ASSOCIATION EXPENSE.

PLEASE MAIL SERVICE REQUEST FORM TO COMPLETE PROPERTY MANAGEMENT GROUP, INC. D.B.A. MANAGEMENT PLUS REALTY SERVICE AT 285 NORTHLAND BOULEVARD CINCINNATI, OHIO 45246, send by FAX TO 513-326-2554 or e-mail to Harry@mprs.net