

MONTGOMERY MEADOWS HOMEOWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING MINUTES
MONDAY, SEPTEMBER 13, 2004

CALL TO ORDER: Walter Rugh called the meeting to order at 7:00 p.m. At 5:00 p.m., the budget committee of Walter Rugh, Thelma Bikulcius, Maurice Trabout and Jay Blount met with Lisa Bloomer and made a recommendation to the Board for the fees for 2005.

ATTENDANCE TAKEN: Board members present were Walter Rugh, Thelma Bikulcius, Maurice Trabout, Debbie Wallace, Jack Dodd, Jay Blount and John Britton. 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 August 9, 2004 Board of Trustees Meeting.

COMMITTEE REPORTS:

- a.) **Nominating Committee:** The annual meeting will be held in January 2005. Anyone interested in serving on the Board, please send written notice to Management Plus. Terms are up for the following Board Members – Debbie Wallace, Wally Rugh and Jack Dodd. If you are interested in serving on the Board and have any questions about serving on the Board, please contact our nominating committee chairperson – John Britton – 1306 – 513-984-8481.
- b.) **Architectural Committee:** Improvement Application – 1202 Heather Hotlosz: The committee will review the colors submitted by the homeowner for the trim at the rear windows. The Board reviewed an application from Debbie Wallace of 802 to install an electrical outlet in front of the unit – this was approved.
- c.) **Budget Committee:** The committee met at 5:00 p.m. on 9/13/2004. The committee made a recommendation for the 2005 fees. The Board agreed to review the information and make a decision at the October 2004 Board Meeting.

MANAGEMENT REPORT: The Board approved the management report as written. Balance in the checking account as of August 31, 2004 was \$19,206.68. The balance in the reserve account as of August 31, 2004 was \$16,742.30. The Board reviewed the past due report and the prepaid report. Accounts past due have and will be sent to the attorney. The Board agreed to continue the foreclosure process on one of the units past due. Once the homeowner is able to pay in full, they should contact the attorney for the Association or the management company. The Board approved the payment of the invoices submitted by Management Plus.

OLD/NEW BUSINESS:

- a.) **Porches 800:** The Board hired HomeDecorators to install trex steps and porches on units 801, 802, 803, 804 and 805. The contractor was not able to reuse the railings due to the enlargement of the steps. The Board hired Schneider Home Equipment to install railings at units 802, 803 and 804.

- b.)** Roofing Repairs: The Board hired Baker Roofing to address some of the engineer's concerns. The Board allocated \$6400.00 for roofing repairs. Work will have to be done over the next several years.
- c.)** Gutter and Downspout Replacements: Murphy Home Improvement has been working on the scheduled project for 2004. Management Plus is working with the contractor of similar problems on the ranch units of overflowing problems in heavy rains. The problem is a design issue and we are looking at possible solutions. Once the roofing repairs are completed this may also help these design issues.
- d.)** Concrete Replacement at the 1000 Building: This work has been completed by Pavement Management. Management Plus is working with the contractor regarding concerns from one of the homeowners.
- e.)** Request from Brian Dwyer 302: Management Plus asked the engineer to check out the problem to determine what if any involvement the Association had in the problem. Foundation movement, leaks, repairs, etc. are a homeowner expense. Management Plus is waiting on the report from the engineer.
- f.)** Rumpke: Management Plus has contacted Rumpke regarding the cost to the Association for waster wheelers. The Board requested that Management Plus contact Rumpke again about the white residue on the parking lot. The Board would like to remind all homeowners and residents that when you place your trash out at the curb, please be sure that your trash bag is securely closed so that your trash does not leak out into the community. Please be sure to empty all liquids before placing in the trash bag. Once the bag breaks, the liquids and grease are all over the driveways.
- g.)** Tree work: Additional tree work is scheduled for the community.
- h.)** Landscaping improvements: Board wants another bid for improvements for over the wall at the 1300 Building such as 4-6 ornamental grasses. The landscapers will be taking care of the 500 Building in the next 30-60 days.
- i.)** Parking violators: The parking problems in the community were discussed. Homeowners are reminded that the occupants of the units should not be parking in the guest parking spaces.
- j.)** Garage roof 1300 Building: The Board discussed that neighboring children are playing the roof.
- k.)** Homeowner fell from unit 203: The Board reported that the unit owner fell in the common area. The homeowner needs to send in a written accident report of the incident. Please describe where and what happened and any injuries sustained. The Board will review this information once the accident report has been filed by the homeowner.
- l.)** Selling your unit: Please keep in mind that the Association is not a party to your sales agreement. If any work is a contingency in your sales agreement, you the seller are agreeing to pay for and have this work done. Prior to having any work done, in the limited or common area the Board must first approve it. A homeowner **cannot** agree that the Association will do work contingent in your sales agreement. A homeowner cannot commit for the Association. If your buyer wants work done and you agree to it, (you agree to pay for it and take care of it – with Board approval). Be very careful in agreeing to take care of items that are not your responsibility or obligation. You as a homeowner cannot agree or authorize repairs, replacements or expenditures for the Association.

Do **not** agree to take care of any Association related items. If something is needed or wanted at your unit, that could be an Association expense, please send in a service request form. It is the Board's decision to act on this expenditure and when to act on this expenditure – not the homeowner. We cannot guarantee that any specific item that is a cost of the Association will be taken care of prior to any closing. The two (Association maintenance and your closing) are NOT related in any manner.

m.) Service Requests: If you are having any service needs, please use a service request form and forward it to Management Plus Realty Service either by mail, fax or e-mail. If you do not have a service request form, you may send a note. All service requests (except for true emergencies) must be in writing. If you notice lights out in the community, please contact Rodg Gerhardt directly at 101 or 792-9222.

n.) Management Plus – emergency phone number – 513-618-8166.
Office phone number - 513-772-2570
Lisa Bloomer – ext. 12 (Lisa.Bloomer@mprs.net)
Pam McGuire – ext. 17
Fax number – 513-326-2554
Office address – 285 Northland Boulevard Cincinnati, Ohio 45246

If you would like for Lisa Bloomer to give you a returned phone call – please leave a voice mail message on her voice mail – 772-2570 ext. 12.

ADJOURNMENT: With no further business to discuss, the meeting adjourned at 8:10 p.m. The next meeting is October 11, 2004 at the home of Wally Rugh – 805.

The Board scheduled the walk through for Saturday, October 2, 2004 at 9:00 a.m. – weather permitting.

Meeting Schedule:

October 11, 2004 805 November 8, 2004 1306
No Meeting in December 2004

GENERAL INFORMATION:

Please do not throw trash in the community. Our walkers in the community are commenting that they need to be picking up the trash on a regular basis. If you see any trash, please pick it up. Please be sure your trash bags are securely closed when placed out for Rumpke.

The Board has noticed some parking violators again. Please remember that homeowners or occupants of the unit should not be parking in the visitor parking spaces. Unauthorized vehicles or parking violators can be towed at the vehicle owner's expense with no additional notice given.

THE ANNUAL MEETING IS JANUARY 10, 2005. ANYONE INTERESTED IN SERVING ON THE BOARD, PLEASE SEND WRITTEN NOTICE TO MANAGEMENT PLUS. OUR NOMINATING COMMITTEE THIS YEAR IS JOHN BRITTON, THELMA BIKULCIUS AND JAY BLOUNT.

Montgomery Meadows HOA
GENERAL FUNDS STATEMENT
 Period: 08/01/04 to 08/31/04

Description	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance	Yearly Budget
INCOME:							
06310 Assessment Income	8,195.00	9,165.00	(970.00)	70,468.04	73,320.00	(2,851.96)	109,980.00
06335 Additional Funding to Reserve	110.00	.00	110.00	22,610.00	23,500.00	(890.00)	23,500.00
06340 Late Fee Income	15.00	.00	15.00	225.00	.00	225.00	.00
06350 Legal Fee Reimbursement	.00	.00	.00	270.00	.00	270.00	.00
TOTAL INCOME:	8,320.00	9,165.00	(845.00)	93,573.04	96,820.00	(3,246.96)	133,480.00
EXPENSES:							
07010 Management Fees	611.00	611.00	.00	4,888.00	4,888.00	.00	7,332.00
07140 Accounting Fees	.00	.00	.00	300.00	.00	(300.00)	1,500.00
07160 Legal Fees	429.50	54.00	(375.50)	1,367.50	432.00	(935.50)	650.00
07260 Postage & Copies	.00	150.00	150.00	976.66	1,200.00	223.34	1,800.00
07280 Insurance General	1,086.10	1,000.00	(86.10)	9,309.80	8,941.00	(368.80)	11,270.00
07300 Miscellaneous General	.00	20.00	20.00	150.00	160.00	10.00	250.00
07320 Property Tax	.00	.00	.00	25.83	50.00	24.17	50.00
07340 Federal Income Tax	.00	.00	.00	100.00	300.00	200.00	300.00
08910 Electricity	120.01	141.00	20.99	1,115.56	1,128.00	12.44	1,700.00
08930 Water & Sewer	.00	.00	.00	7,561.11	9,000.00	1,438.89	18,000.00
09110 Building Maintenance	202.00	1,250.00	1,048.00	7,795.72	10,000.00	2,204.28	15,000.00
610 Lawn Maintenance	1,763.15	1,833.00	69.85	15,806.70	14,668.00	(1,138.70)	22,000.00
700 Trash Removal	482.49	483.00	.51	3,859.92	3,864.00	4.08	5,796.00
09800 Snow Removal	.00	.00	.00	2,032.36	4,500.00	2,467.64	4,500.00
09910 Reserves	1,652.00	1,652.00	.00	13,224.00	13,224.00	.00	19,832.00
09930 Additional Funding to Reserve	.00	.00	.00	10,597.50	23,500.00	12,902.50	23,500.00
TOTAL EXPENSES:	6,346.25	7,194.00	847.75	79,110.66	95,855.00	16,744.34	133,480.00
EXCESS RCPT OVER DISBSMT	1,973.75	1,971.00	2.75	14,462.38	965.00	13,497.38	.00

PREVIOUS BALANCE 07/31/04 \$17,232.93
 EXCESS RCPT OVER DISBSMT \$1,973.75
 CASH IN BANK 08/31/04 \$19,206.68

**MONTGOMERY MEADOWS
RESERVE SUMMARY
August 31, 2004**

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	-600.00			-600.00	0.00	600.00
Concrete	-5,360.00			-5,360.00	0.00	5,360.00
Water & Sewer Lines	5,000.00			5,000.00	5,000.00	0.00
Roofs	0.00			0.00	0.00	0.00
Gutters/Downspouts	7,479.47			7,479.47	1,392.00	0.00
Gutter Guards	0.00	697.50		697.50	697.50	0.00
Chimney Flashing/Caps	0.00			0.00	0.00	0.00
Garage Doors	1,737.00	688.00		2,425.00	3,000.00	575.00
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	4,000.00			4,000.00	4,000.00	0.00
Tree Trim/Removal	1,423.05			1,423.05	0.00	10,576.95
Landscape Improvement:	0.00			0.00	0.00	0.00
Hemlocks	0.00			0.00	0.00	0.00
Termites	-270.03			-270.03	0.00	8,270.03
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	1,233.50	266.50		1,500.00	9,500.00	8,000.00
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	232.00			232.00	232.00	0.00
Building 100 Garage	0.00			0.00	0.00	0.00
Front Steps	0.00			0.00	0.00	0.00
Electrical Box Covers	0.00			0.00	0.00	0.00
Electrical Wiring Transfor	0.00			0.00	0.00	0.00
Contingency	0.00			0.00	0.00	0.00
Insurance Claim	0.00			0.00	0.00	0.00
Totals:	14,874.99	1,652.00	0.00	16,526.99	23,821.50	33,381.98
Interest:	194.46	20.85	0.00	215.31	215.31	0.00
TOTAL:	15,069.45	1,672.85	0.00	16,742.30	24,036.81	33,381.98
Provident Bank		\$ 16,742.30				