

**MONTGOMERY MEADOWS HOMEOWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING MINUTES
MONDAY, APRIL 14, 2003**

CALL TO ORDER: Walter Rugh called the meeting to order at 7:00 p.m.

ATTENDANCE TAKEN: Walter Rugh, Maurice Trabout, Thelma Bikulcius, Debbie Wallace, Jack Dodd and Jay Blount. Rodg Gerhardt – had an excused absence – happy birthday. 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 March 10, 2003 Board of Trustees Meeting.

COMMITTEE REPORTS: None

MANAGEMENT REPORT: The Board approved the management report as written. Balance in the checking account as of March 31, 2003 was \$16,253.26. The balance in the reserve account as of March 31, 2003 was \$72,561.94. The Board reviewed the past due report and the prepaid report. Mr. Blount agreed to talk to one of the past due homeowners regarding the past due account. If the account is not brought current immediately the Board will have no choice but to file a lien. The Board approved the payment of the invoices submitted by Management Plus. Maintenance Report – the Board requested copies of all invoices that are coded to 9110 so that they can track them in their new maintenance binders.

OLD/NEW BUSINESS:

- a.) **Storm Damage:** The Board agreed to hire MVM and work with the insurance company on the claim. The contractor has been working on the damage. The Board is very pleased with the work that has been completed.
- b.) **Tree Trimming:** Management Plus is to solicit bids for the trimming of trees away from the buildings, gutters and downspouts when the weather improves.
- c.) **Termites:** If you notice any termites, please contact Management Plus at 772-2570 ext 12 or send in a service request form to Lisa@mprs.net or by fax at 513-326-2554. Ace Exterminating will be handling any new

treatments of the Sentricon system. A homeowner in building 1000 reported termites – Ace Exterminating has not been able to get inside the unit to determine whether a treatment is needed or not. Once the homeowner returns from vacation the unit can be inspected.

- d.) Garage Doors: AE Door Company has been hired to install maintenance free garage doors on buildings 100 – 500 that have not already been replaced. Please contact AE Door directly to schedule the installation of your garage door. During the installation of the new garage door the homeowner can schedule the replacement of the garage door opener at their sole expense. Management Plus provided a bid from AE Door Company to replace the garage doors at buildings 600-900 and the Board agreed to table this matter. The Board did request that Management Plus get a bid from AE Door Company for the garage doors in buildings 1000-1300. During the walk through the Board will look at the doors for buildings 600-1300 to determine which doors should be replaced in 2003. AE Door – 513-742-1984.**
- e.) Review and tax return for 2002: The Board hired Flagel, Huber, Flagel & Co.**
- f.) Porches 800: Management Plus provided a proposal from Jeffrey Allen Corporation. Management Plus has requested a bid from HomeDecorators but it has not come in yet.**
- g.) Interior water inspections – water bills high. If you would like to have your unit inspected, please contact Management Plus at 772-2570 ext. 12, 326-2554 by fax or by e-mail at Lisa@mprs.net. Recommendations – Please do not run the water while brushing your teeth. A water saving shower head is recommended.**
- h.) 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.**
- i.) Insurance: Homeowners are reminded that the insurance deductible for 2003 will also be a minimum of \$1,000.00. Homeowners are responsible for any and all insurance deductibles. Please be sure that you have adequate insurance coverage. Please be sure that you have loss**

assessment coverage in a minimum amount of \$1,000.00. Additional riders are recommended with your homeowner's insurance policy. Please check with your insurance agent to be sure you have adequate protection.

- j.) Cable update building 1300: Dr. Rugh agreed to work with the cable company on this issue.**
- k.) Exterior Painting for 2003: The Board hired Sam Hickman Painting for the exterior painting of buildings 100 – 900.**
- l.) 1000 Building Shakes: Management Plus solicited a bid from Better Home Products to replace the shake shingles on building 1000. The bid came in at all most \$24,000.00. The Board agreed to table this item – at this time they are very pleased with the work that has been done by MVM that was covered under the insurance claim. The Board will look at painting the rest of the building.**
- m.) Ivy problems: Management Plus has contacted Shayler Creek about maintaining the ivy, keeping it cut back, weeding, and the leaves cleaned up. Remember that if the ivy is in your four foot area that the homeowner is responsible for than you need to keep the ivy weeded, cut back off the buildings and other items, and all leaves cleaned up from the ivy.**
- n.) Water main break: Roto Rooter is taking care of a water main break near buildings 700-800.**
- o.) Exterior Lighting: The Board suggests that each homeowner leave on your front and rear porch lights to help with the exterior lighting.**
- p.) 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 it must first be approved by the Board. 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.

- q.) Trash on the common grounds: If you notice any trash on the common property – please pick it up.**
- r.) Walk through – Scheduled for 9:00 a.m. May 17, 2003 – weather permitting.**
- s.) THE SECOND INSTALLMENT OF THE ADDITIONAL FUNDING OF THE RESERVE ACCOUNT FOR 2003 IS DUE JULY 1, 2003.**
- t.) Management Plus – emergency phone number – 513-618-8166.
Office phone number - 513-772-2570
Lisa Bloomer – ext. 12 (Lisa@mprs.net)
Vivian Berry – ext. 13
Karin Nixon – ext 10
Fax number – 513-326-2554
Office address – 285 Northland Boulevard Cincinnati, Ohio 45246**

If Lisa Bloomer is not available – please speak with Vivian Berry or Karin Nixon

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 8:00 p.m. The next Board Meeting is scheduled for May 12, 2003. The next Board Meeting will be held in the home of Mo Trabout.

Montgomery Meadows HOA
GENERAL FUNDS STATEMENT
 Period: 03/01/03 to 03/31/03

Description	Current Period			Year-To-Date			Yearly Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
INCOME:							
06310 Assessment Income	10,025.00	8,695.00	1,330.00	26,085.00	26,085.00	.00	104,340.00
06335 Additional Funding to Reserves	915.00	.00	915.00	16,265.00	23,500.00	(7,235.00)	23,500.00
06340 Late Fee Income	85.00	.00	85.00	205.00	.00	205.00	.00
TOTAL INCOME:	11,025.00	8,695.00	2,330.00	42,555.00	49,585.00	(7,030.00)	127,840.00
EXPENSES:							
07010 Management Fees	611.00	611.00	.00	1,833.00	1,833.00	.00	7,332.00
07140 Accounting Fees	.00	.00	.00	.00	.00	.00	1,500.00
07160 Legal Fees	35.00	54.00	19.00	35.00	162.00	127.00	650.00
07260 Postage & Copies	627.53	150.00	(477.53)	797.78	450.00	(347.78)	1,800.00
07280 Insurance General	1,474.30	801.00	(673.30)	4,235.20	2,406.00	(1,829.20)	9,615.00
07300 Miscellaneous General	165.00	20.00	(145.00)	165.00	60.00	(105.00)	250.00
07320 Property Tax	.00	.00	.00	24.50	25.00	.50	50.00
07340 Federal Income Tax	200.00	.00	(200.00)	200.00	300.00	100.00	300.00
08910 Electricity	126.16	141.00	14.84	438.72	423.00	(15.72)	1,700.00
08930 Water & Sewer	4,694.03	4,500.00	(194.03)	4,694.03	4,500.00	(194.03)	18,000.00
09110 Building Maintenance	902.90	1,250.00	347.10	2,296.83	3,750.00	1,453.17	15,000.00
09610 Lawn Maintenance	3,526.30	1,833.00	(1,693.30)	5,289.45	5,503.00	213.55	22,000.00
09700 Trash Removal	481.75	482.00	.25	1,445.25	1,445.00	(.25)	5,781.00
09800 Snow Removal	497.00	1,000.00	503.00	2,042.24	3,000.00	957.76	3,500.00
09910 Reserves	1,405.00	1,405.00	.00	4,217.00	4,217.00	.00	16,862.00
09930 Additional Funding to Reserves	.00	.00	.00	.00	23,500.00	23,500.00	23,500.00
TOTAL EXPENSES:	14,745.97	12,247.00	(2,498.97)	27,714.00	51,574.00	23,860.00	127,840.00
EXCESS RECPT OVER DISBSMT	(3,720.97)	(3,552.00)	(168.97)	14,841.00	(1,989.00)	16,830.00	.00
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PREVIOUS BALANCE 02/28/03 \$19,974.23
 EXCESS RECPT OVER DISBSMT \$(3,720.97)
 CASH IN BANK 03/31/03 \$16,253.26

**MONTGOMERY MEADOWS
RESERVE SUMMARY
March 31, 2003**

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	3,782.00			3,782.00	0.00	0.00
Concrete	0.00			0.00	0.00	0.00
Water & Sewer Lines	0.00			0.00	0.00	0.00
Roofs	2,545.64			2,545.64	0.00	0.00
Gutters/Downspouts	6,693.84			6,693.84	2,812.00	3,772.00
Gutter Guards	2,000.00			2,000.00	0.00	0.00
Chimney Flashing/Caps	0.00			0.00	0.00	0.00
Garage Doors	10,000.00		1,455.00	8,545.00	0.00	1,455.00
Garage Windows/Side Dr	3,992.64			3,992.64	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	4,607.25			4,607.25	0.00	0.00
Tree Trim/Removal	891.32			891.32	0.00	0.00
Landscape Improvements	0.00			0.00	0.00	0.00
Hemlocks	0.00			0.00	0.00	0.00
Termite Renewal	64.50			64.50	0.00	217.30
Termite New	15,000.00			15,000.00	0.00	0.00
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	6,468.00	1,405.00		7,873.00	1,405.00	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	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
Additional Funding 2002	0.00			0.00	0.00	0.00
Contingency	123.58			123.58	0.00	0.00
Insurance Claim	16,046.64			16,046.64	0.00	0.00
Totals:	72,215.41	1,405.00	1,455.00	72,165.41	4,217.00	5,444.30
Interest:	242.74	153.79	0.00	396.53	396.53	0.00
TOTAL:	72,458.15	1,558.79	1,455.00	72,561.94	4,613.53	5,444.30