

CANTERWOOD HOMEOWNERS ASSOCIATION
APPROVED Minutes of the Board of Directors Meeting
MARCH 28, 2017

1. Call to Order/determination of Quorum

Meeting was called to order at 1:59 pm

Board Members Present: Joe Jackowski, John Flaherty via PhoneCom, Ellen Hedglin, and Sue Barrett

Board Members Absent: Russell Tanner

Also present: Rick Meeder, Technology+Communication Committee
Meleanie Guerrero, Site Manager

- 2. A)** Approval of the Minutes of the Board of Directors Meeting held February 28, 2017. *On a Motion made, seconded and unanimously passed the above Minutes were approved as submitted.*

3. Open Forum

A) Rick Meeder - Technology+Communications Committee: Rick presented a survey to send out to the Canterwood residents. This survey is meant to enhance communication and get feedback from the residents. The Committee would like to send survey out in April and then meet with the Board at their May meeting. The Board agreed and a copy of the final survey format will be sent to the Board for review.

4. Site Managers Report

A2) Pick up After your dog signs: Site Manager reported resident complaints regarding dog waste being left around the community. A few choices of signs were presented to the Board which can be placed at various areas throughout the community and moved around as needed. The Board selected a specific design of sign. *A Motion was made, seconded and passed unanimously to approve the purchase of 5 signs.*

5. Actions Taken by the Board via Electronic Means since Last Board Meeting

A) Approval of letter to residents Arroyo and Blomberg. *A Motion was made, seconded and passed to ratify this proposal.*

6. President's Report

A) Joe Jackowski reported that he and Russell Tanner met with Damon DeRosa to go over the storm water system in relation to the Reserve Study. There may be a need for some camera work to review the sewer lines. It was recommended that the Reserve Study be pushed back to later this year in order do this work.

B) Joe also spoke with Damon DeRosa about the Jerkovich water issue, and Damon stated that this is probably being caused by a nearby home that was built across a natural drainage way. This issue will need to be reviewed further on how to proceed.

C) Joe also mentioned the incident that occurred between Mrs. DeRosa and Security regarding an unwelcomed guest. Security Supervisor has spoken with Security guard that was on duty, Security committee has responded to HOA president and Site Manager has called Mrs. DeRosa and left a message with no response to date.

D) Joe Jackowski and John Flaherty have reviewed the Canterwood magazine contract and feel that everything is in order with new revisions. *A Motion was made, seconded and passed unanimously to approve the Canterwood magazine contract as revised.* Joe Jackowski will sign contract and send back to Mike Skiff.

7. Committee Reports/minutes

- A) Architectural Control Committee - No report
- B) Finance:
 - i. John Flaherty will speak with the committee regarding the recommendation of new lots being assessed an amount that would increase the Reserve Fund.
 - ii. John also stated that the auditors are still working on the Draft audit.
- C) Grounds:
 - i. Sue Barrett gave a recap of the committee meeting. This committee does need one more member. It was suggested that an email blast go out asking for volunteer.
- D) Security - No report
- E) Riding Club - No report
- F) Technology+Communication Committee - No report
- G) Emergency Preparedness Committee
 - i. Sue Barrett reported that Phyllis Varjian is putting together the committee and they do have a direction. Phyllis is very excited about this committee.

8. Treasurer's Report

A) Financial Statements:

- i. The February 2017 Financial Statements were reviewed.
 - Treasurer John Flaherty stated that net income has increased.
 - Snow removal is over budget.
 - Cub Corp account is close to being up to date.
 - A CD will be maturing in April.
 - After the audit is complete, excess dollars will be transferred from Operating account to the Reserve account.
 - *A Motion was made to approve the January 2017 and the February 2017 Financial statements as presented.*
- ii. **Delinquent accounts:** John Flaherty reported that he has contacted attorney Scott Alexander and requested an update that he can present at the April Board meeting.

9. Unfinished Business

A) Rules & Regulations Review - Sue Barrett:

- i. Juvenile Curfew: The Board reviewed and discussed this specific rule. *A Motion was made, seconded and passed unanimously to approve the Juvenile Curfew as revised.*
- ii. Access Controls: The Board reviewed and discussed this specific rule. Sue Barrett will make final changes and email to the Board for one more review and will then be ratified at the next Board meeting.
- iii. PODS/Portable on Demand Storage: The Board reviewed and discussed this specific rule. *A Motion was made, seconded and passed unanimously to approve the PODS rule as submitted.*

- B) Boy Scout Troop Fundraiser Request:** The Board discussed at length which Troop should be allowed to come into Canterwood and advertise for their Fundraisers. Currently there are not Canterwood residents in either troops that have requested entrance for fundraisers. Since Troop 282 has requested via email to have their fundraiser flyers placed in Canterwood flyer boxes, the Board has approved Troop 282 for 2017. Site Manager to relay this information and also state that they must apply each year for approval as there may be other Troops that also apply.

- C) Review Reserve Study: This item is TABLED until next meeting.**

- D) Repair/Replace decorative pole lights:** Site Manager reported that there are 7 decorative light posts, 4 of which may be a nuisance to residents and 3 that would not. Site Manager is requested by Board to contact Jerome Geissler and inquire about soft white LED lights and color temperature and report back at the next meeting.

- E) Jerkovich water issue and other water issues: This item is TABLED until next meeting.**

F) Peacock entrance trees and fence: This item is TABLED until next meeting.

G) Residential Guideline revisions and penalties status: Sue Barrett stated that the ACC has gone over the changes to the Guidelines and penalty forms. The Board has requested that Sue email the Red line revisions of the Guidelines to the Board for review. Joe Jackowski will contact ACC Chairman to discuss the penalty forms and having the ACC give more input to this form.

10. New Business

A) 2017 Priorities: The Board reviewed the 2017 priorities they have been working on:

- Updating Reserve Study
- Residential Guidelines and Penalty Forms
- Various Policies
- Approving Website Communications
- Reviewing Management System for Storm System
- More Interaction with all Committees
- Working on a Computer Generated Map of Canterwood

B) Invitation to Residents - Community Outreach event: After review and discussion of the invitation presented, the Board has denied this request as they do not feel it would be an appropriate representation of the HOA.

11. Adjournment

Meeting was adjourned at 5:09 PM

Next meeting is scheduled for Tuesday, April 25, 2017