

CLUB HILL ESTATES HOMEOWNER'S ASSOCIATION
Board of Directors Meeting Minutes
August 14, 2017

1. Call to Order
Meeting was called to order by President, Sara Giles at 6:37 pm.
2. Verification of Quorum
Present: President, Sara Giles; Vice President, John Mulligan; Director, Roger Dennis, Elizabeth Jewell from Garrison Property Services. No homeowners were present
3. Approval of Minutes
Sara made a motion to approve the minutes from July 10, 2017 and July 17, 2017, John seconded. All in favor.
4. Treasurer's Report
 - a. Review Financials – John motioned to accept the financials, Roger seconded. All in favor
 - b. Delinquent Accounts w/Attorney – There is 1 active account with the attorney on a payment plan.
 - c. Owners Owing Interest – Late statements were mailed to those owners and several have paid in full.
5. Violation Procedures Review
Board reviewed all outstanding violations on the report provided by management and discussed procedures.
6. Old Business
 - a. Street Lighting District – Tabled
 - b. Cross Cut Plant Replacement – Awaiting proposal. Tabled
 - c. Trespassing Signs – After reviewing the cost, John researched and found signs and post at a more reasonable cost. John motioned to approve the purchase of the “no trespassing” signs and post, Roger seconded. All in favor. John volunteered to install the new signs.
 - d. Trees planted in retention area – Owner was sent certified letter per Board's request after the last meeting that has not been signed for. Board agreed that the trees were illegally planted in the retention area. Roger motioned for Crosscut to remove the trees and bill the cost to the owner, John seconded. All in favor.
 - e. Holiday Lighting Storage for 2018 – Garrison will store the holiday lighting at their office in Dundee for no additional cost.
 - f. Complete Signing of Garrison Contract – Sara explained that the schedule of services still needs to be signed. This will be sent to the Board for signature.
6. New Business
 - a. 2018 Budget
 - i. Review Insurance bids
Board reviewed and discussed the upcoming insurance renewal. There will be an increase in the premium due to the required crime policy being added. There may be ways to reduce the premium. Roger volunteered to speak with the insurance agent.
 - ii. Review Lawn bids
The Board obtained 3 proposals for lawn maintenance based on the same scope of work currently being completed. US Lawn \$958; Crosscut \$937 and Liberty \$550. Board spoke with Kenny from Liberty Lawn and discussed about

replacing the front entrance plants. He will provide a proposal within 2 weeks then the Board will make their decision on a new lawn maintenance company.

iii. Finalize 2018 budget for review

Board reviewed the budget line by line and made adjustments where needed. John motioned to decrease the dues by \$25, Roger seconded. All in favor.

7. Business from the Floor

No homeowners were present therefore there was no business from the floor.

8. Architectural Applications

- a. 5586 Pebble Beach Drive – Paver Sealing – Approved

9. Meetings

- a. Annual Meeting Date – September 26, 2017 at 6:30 pm
- b. BOD Meeting Date – January 8, 2018 at 6:30 pm

Meetings will be held at the Sheriff's substation

10. Adjournment

Meeting was adjourned at 8:40 pm