

# Cherry Hill Village Homeowners Association

## Board of Directors Meeting

Monday, February 20, 2017; 6:00 p.m.

Canton Human Services Building, 50430 School House Rd., 2<sup>nd</sup> Floor Conference Room

### MEETING MINUTES

#### 1. **Call to Order and Roll Call**

President Barb Babut called the meeting to order at 6:00 p.m.

Present: Directors Ms. Barb Babut, Mr. Chris Bowlby, Ms. Bridgette Cramton, Mr. Michael Kyle, Mr. Rick Miller, Mr. Mike Sielaff and Ms. Monica Wolfson.

Absent: Mr. Craig Crady, Mr. Leland Ropp, Mr. Stanley Szczotka and Mr. Jack Ventimiglia

Present for management: Jeff McDuff, Site Manager, and Dan Herriman, President, Herriman & Associates, Inc., Management Agent

#### 2. **Approval of Agenda**

It was moved by Director Wolfson and seconded by Director Babut to approve the agenda as published. The motion was unanimously approved.

#### 3. **Co-Owner Comments**

There were no other owners present.

#### 4. **Approval of Minutes of Preceding Meeting(s)** (November 21, 2016)

It was moved by Director Wolfson and seconded by Director Kyle to approve the minutes as published. The motion was unanimously approved.

#### 5. **CHV I and CHV II - Review of Preceding Month Financial Report**

5.1 Management

5.2 Treasurer

Treasurer Ropp distributed, in advance of the meeting, a report for both CHV I and CHV II as of January 31, 2017 that summarized assets, liabilities and fund equities and certain expense account year-to-date actuals and budgeted amounts. He labeled such accounts as deferrable and/or variable.

Given the absence of Treasurer Ropp, approval of the January 2017 financial reports was tabled.

#### 6. **CHV I and CVH II Committee Reports**, if any

There were no Committee Reports.

#### 7. **CHV I and CHV II - Management Report**

Mr. Herriman summarized the monthly report to the board. Mr. McDuff highlighted several items from his recent weekly reports to the board.

There was a discussion about the CHV II general membership meeting that was conducted on February 6, 2017. Management volunteered to draft a summary of the meeting for posting to the community website. Management will distribute a draft to the board for board members to review prior to publication.

There was a discussion about the recent meeting that Mr. McDuff hosted at Taft Road lots 212 and 213 to seek assistance from Canton Township Engineering officials, regarding the inadequacy of Developer-installed site drainage systems. Township officials reported that the drainage systems do not appear on any Township-approved site plans and, accordingly, they were neither required nor approved by the Township and the Township is therefore not positioned to enforce any requirements upon the Developer or the Builder. Management is to so inform the nearby owners.

8. **CHV I and CHV II - Unfinished Business**

8.1 CHV I - Traffic Plan Proposal (tabled)

Management is to compile a report on the history of this issue for the benefit of newer directors.

9. **CHV I and CHV II - New Business**

9.1 CHV II – Authorize Change in Insurance Carriers

It was moved by Director Babut that management be directed to change insurance carriers as soon as possible, by changing from Travelers and Greenwich to Farm Bureau and Travelers (in each case, two carriers together provide property, liability, D & O, crime/fidelity and umbrella), accompanied by a reduction in the deductible, from \$10,000 to \$5,000, at a cost-savings of approximately \$11,000 annualized. The motion was seconded by Director Wolfson and unanimously approved.

9. **CHV I and CHV II - New Business (continued)**

9.2 CHV 1 – Approve Amendment to Reciprocal Easement and Operating Agreement between Anwar Zahr and Emily Zahr and Cherry Hill Village Homeowners Association

It was moved by Director Wolfson that the board hereby approves the proposed Amendment to Reciprocal Easement and Operating Agreement between Anwar Zahr and Emily Zahr and Cherry Hill Village Homeowners Association. The motion was seconded by Director Babut and unanimously approved.

9.3 CHV I and CHV II – Approve Proposed Motion Pertaining to the Distribution of Draft Budgets

It was moved by Director Bowlby that the CHV Board of Directors cause draft copies of the annual operating budgets for both CHV I and CHV II to be distributed to the respective owners in advance of the board meeting at which the initial draft budgets are discussed by the Board of Directors (expected to be in September) and that all owners be informed of the then upcoming board meeting at which such draft budgets are discussed. The motion was seconded by Director Kyle and unanimously approved.

9.4 CHV I and CHV II – Direct Management to Distribute Monthly Board Meeting Agendas

It was moved by Director Bowlby that the board hereby directs management to distribute the monthly board meeting agenda in advance of each such meeting to all owners in the CHV community whom have provided their email addresses to management. The motion was seconded by Director Wolfson and unanimously approved.

10. **Directors' Remarks**

Director Wolfson proposed that a version of management's monthly report to the board be prepared such that it can be posted on the community website. There was a consensus to commence doing this.

11. **Next Meeting**

The next Board meeting shall be Monday, March 20, 2017 (third Monday) at 6:00 p.m. at Canton Human Services Building.

12. **Executive Session** (non-directors to be excused)

13. **Adjournment**

There being no further business, President Babut adjourned the meeting at 7:51 p.m.