

Cherry Hill Village Homeowners Association

Board of Directors Meeting

Monday, November 10, 2014

Location: Canton Human Services Building

MEETING MINUTES

1. Call to Order and Roll Call

President Barb Babut called the meeting to order at 6:05 p.m.

Directors Present: Ms. Barb Babut, Dr. Leland Ropp, Ms. Bridgette Cramton, Mr. Brian Czapla, Dr. Benjamin Edmondson, Mr. Brett Fox and Ms. Monica Wolfson.

Absent were Directors Mr. Adam Lirette and Ms. Lisa Mesanza.

Also present: Mr. Jeff McDuff and Mr. Dan Herriman, on behalf of Herriman & Associates, Inc., Management Agent

Appointments of Directors: Director Babut moved and Director Fox seconded to appoint incumbent directors to serve until their successors are elected and to appoint Colleen O'Sullivan, Craig Crady, Erin Sena and Stanley Szczotka to serve on the CHVHA Board of Directors until their successors are elected. The motion was unanimously approved.

2. Approval of Agenda

Director Ropp moved and Director Cramton seconded to approve the agenda. The motion was unanimously approved.

3. Co-owner Comments

Mr. and Mrs. DeRose were present on behalf of Ms. DeRose, owner of CHV II unit 86. Mr. DeRose stated that only two units (in the subject building) are experiencing high humidity. He urged the board to implement a remedy. (This matter appears below under agenda item 8.5.)

4. Approval of Minutes of Preceding Meeting

Director Ropp moved and Director Wolfson seconded to approve the minutes of the meeting of October 13, 2014 as presented. The motion was unanimously approved.

5. Review of Preceding Month Financial Report

Dan Herriman provided an overview of financial operating results for CHV I and CHV II for October 2014. Treasurer Ropp presented various elements of the year-to-date operating results for both CHV I and CHV II in detail.

Director Ropp moved and Director Fox seconded to approve the October 2014 financial reports. The motion was unanimously approved.

6. Committee Reports

There were no Committee Reports.

7. Management Report

Management reviewed current financial, administrative and maintenance topics. Items for which board action is requested appear under either Unfinished or New Business.

8. Unfinished Business

8.1 Discuss/Decide Development of Plans for Lot Behind Roosevelt (tabled)

Management reported that they have asked legal counsel to proceed to perfect CHVHA's ownership rights in both the Roosevelt St. lot and the Filmore St. lot. Legal counsel had previously stated that CHVHA owns the subject property, given the prescribed passage of time, but that an Amendment to the Master Deed ought to be recorded so as to avoid any confusion.

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8.2 Determine Desired Changes in Traffic Signage (tabled)

Previously, Former Director Jaskowski reported that the committee met and that he submitted the proposed revised traffic signage plan to the Township Fire Marshall for his review and recommendations. Both Jeff McDuff and Director Ropp have followed up on this. Director Ropp reported that the Canton Township Fire Marshall has not received the plan.

8.3 Develop Plan to Inspect CHV I Home Exteriors and Lots (tabled)

Management is to provide owners advance notice of the commencement of inspections in 2015. An inspection form is to be provided to owners in advance.

8.4 Award Contract to Engineering Firm to Stake Lot 212 – a prerequisite to Contractor Bidding (tabled)

Director Fox stated that there are about ten dead trees in this area that ought to be removed. Management is to cause such trees to be removed. If an initial price indicates competitive bidding is required, management will secure competitive bids. Otherwise it may proceed to get the trees removed.

8.5 Award Contract to Engineering Firm to Evaluate Water in Crawl Space – Bldg 100 – and Prescribe Remedy

Management was previously directed to secure from Canton Township any plans on crawl space design and drainage for building 100. Management reports that there are none. Management reports that only two of the six first-story units exhibit high humidity. Management had previously secured a proposal from Nowak & Fraus Engineers in connection with the DeRose unit (only). Management was asked to see if Nowak & Fraus will honor the existing proposal (and fee quote) while expanding the scope of work to the two side-by-side units. Management will proceed to secure competitive proposals as well.

8.6 Approve 2015 Operating Budgets for Both CHV I and CHV II

Management presented a draft 2015 budget for CHV I and a revised draft 2015 budget for CHV II. Such draft budgets included 10/31/14 year-to-date actual operating results and a forecast of operating results for calendar 2014. It was moved by Director Ropp and seconded by Director Czapla to increase the CHV I monthly assessment for 2015 to \$65.00 per month with the \$5.00 increase to go entirely to the reserve fund. Discussion ensued; a vote was not taken. It was moved by Director Crady and seconded by Director Czapla to table the approval of 2015 operating budgets for both CHV I and CHV II. The motion was approved.

In advance of the next budget discussion, management is to review and verify the accuracy of the allocation of all landscape maintenance charges incurred by CHV I which are then cost-shared (proportionate to the number of dwelling units) to CHV II. Management will also provide detail to the board regarding the proposal for additional snow removal services which proposal management sought from Emerald Rich to enable the board to choose the additional services it wants. Lastly, management is to secure other prices for the delivery of calcium chloride (or equivalent) to each CHV II porch and report same to the board.

9. New Business

There is no new business.

10. Directors' Remarks

Director Babut tendered a check to management, from the Township, payable to the Association, for \$1,000.00 as the current year tree reimbursement voucher.

Director Cramton will confer with PCCS Transportation to ascertain which intersections are problematic for school buses while rounding the corners.

Directors agree that the Association shall not incur any additional expenses to maintain "Fountain Park".

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Management is to cause the curbs to be painted (to designate "no parking") at places designated by Director Cramton to supplement "no parking" signs. This is to be done in the spring.

Management will require Successor Developer Danny Veri to uphold his commitment to remove the existing temporary mailbox structure.

Management is to provide a referral for holiday lighting to Director Babut.

11. **Next Meeting**

The next Board meeting shall be Monday, December 8, 2014 at a time and place to be determined. The primary topic will be approval of budgets for 2015.

12. **Adjournment**

There being no further business, President Barb Babut adjourned the open portion of the meeting at 8:30 p.m.