

HEATHERSTONE HOMEOWNERS ASSOCIATION

BOARD OF TRUSTEES Agenda

**11-15-2023
6:30pm
Clubhouse**

1. CALL TO ORDER/OPENING REMARKS

- Time: 6:36pm
- Present/Absent: All present - Steve Musselman, Terri Parker, Dean Swartz, Pam Wellman.

2. APPROVAL OF THE MINUTES: Pam Willman – first motion, Steve Mussleman – second motion.

3. PRESIDENT’S REMARKS:

- Dean asked JoAnne for an update on Reserve Study.
 - a. Reserve Advisors will meet with board members to gather important background information on property.
 - b. A first draft will be prepared by the end of December, the beginning of January.
 - c. An additional meeting may be requested by board members.
 - d. The final report will be issued.

4. TREASURER REMARKS:

- Review of October delinquency and financial reports.
 - a. Steve requested letters be sent on delinquent HOA dues.
 - b. Steve had a question on the budget for grounds maintenance and JoAnne will look into discrepancy.
- JoAnne opened a GE Credit Union CD for 6 months at 5.25% per board’s approval at last month’s meeting.

5. PROPERTY MANGEMENT REMARKS:

- JoAnne suggest the wattage at entrance light should be upped since it is very dark and does not light Apples Way very well.

6. UNFINISHED BUSINESS:

1. Discussed Proposed Annual Budget for 2024.
 - JoAnne will mail letters to the community with the 2024 operating budget and a letter regarding dues increasing \$30.00.
2. Tree Removals:
 - Review Davey Tree and Lefke bids on service for trees in community.
 - JoAnne provided a spreadsheet on comparing costs of tree removals within community.
 - The Board will review the costs and recommendations of both tree companies for best course of action.
3. Pool Deck Repair.
 - SwimSafe is waiting on the pricing for the reconfiguration of the stairs leading into the smaller pool.
 - SwimSafe will have a crew out by the end of year to tear off the pool deck.
 - SwimSafe will give a week or so notice prior to demolition.
4. Clubhouse:
 - Replace door handle on women's bathroom door.
 - Patch & repair men's door handle on bathroom door.
 - Follow-up on Batavia Bus Transportation on picking up school children in overflow parking lot.
 - a. JoAnne may mail a certified letter to the bus supervisor. There are driver shortages, and it is difficult to get a call back.
 - b. Dean may follow-up with a contact that he knows at Batavia School district.

5. Residential Issues:

- Discussed water leak at electrical box on corner of Apples Way & Heatherview Street.
 - a. The board approved scope by Geiler Plumbing to determine where leak is coming from and who is responsible for repair.
 - b. JoAnne will mail a letter about scope paid by the board to six units.

- Discussed repair of mailboxes caused by FedEx truck.
 - a. Steve has a contact that will repair mailboxes for \$650.00.
 - b. Steve has been in contact with FedEx to reimburse for damages.

7. **NEW BUSINESS:**

- Discussed estimates from US Lawn and Schill on lawn care and snow removal for 2024.
 - a. JoAnne waiting on bid from Schill.
 - b. Bid is in from US Lawns.
 - c. The board will determine next month when both bids are in.
- Further discussed cleaning the grounds in the spring:
 - a. Clubhouse gutters and community benches.
 - b. Landscaping in front of clubhouse, replace rotted landscape timbers at entryway, chipped sidewalk pavers with weeds.
- Dean provided Terri Parker with Curtis's email to see if he may be able to add Clermont County Auditor's website link to HOA website and add the minutes.

8. **COMPLETED BUSINESS:**

- Flag on flagpole is replaced.
- Lake Doctor winterized pond fountain.
- Door handle on clubhouse men's bathroom door is replaced.

9. **ADJOURNMENT:** 7:44 pm. Chad Hughes – first motion, Terri Parker – second motion.

10. **NEXT MEETING:** December 20th, 2023

