

Annual Meeting Minutes
Monday, November 8, 2010
7:00 PM at the YMCA on Palomino Road

1. Executive Board President Rich Farr called the meeting to order at 7:00. Executive Board members present: Rich Farr, Karen Hetrick, Judy Jackson, Mel James, and Andy Shaffer. Rich stated the main purposes of the Annual Meeting are to pass the budget, to vote on one proposed regulation, and to discuss the wording of another regulation.
2. Executive Board Secretary, Judy Jackson, determined there was a quorum of lot owners at the meeting. Judy Jackson also confirmed the proxies were accurate and had been counted. Mel James challenged the confirmation of the proxies and asked Rich Farr for permission to have two volunteers from the audience to confirm the accuracies of the proxies – including comparison of those actually present against the proxies and that the proxies had valid dates. Rich Farr granted this request. Immediately Tyann James and Jen Matincheck volunteered to do this task. Judy Jackson took the proxies and the attendance sheet to another room. Both Mrs. James and Mrs. Matincheck followed her. Judy Jackson explained to both of these ladies how the proxies were organized. Judy Jackson left the room and allowed these ladies to confirm that the proxies were valid and in order. When Mrs. James and Mrs. Matincheck returned they only had a couple of questions about 2 proxies which were later resolved. The issues involved penmanship of the lot owners signing the two different proxies. 18 Lot owners were physically present. 37 lot owners were present via proxies for a total of 55. 49 lot owners are needed for a quorum.
3. Karen Hetrick, Executive Board Vice-president, read the Secretary's report due to the illness of the secretary. Charlotte Bosco moved to approve the Secretary's report. Lou Johnson seconded. Motion carried.
4. HOA Executive Board President identified the agenda items:
 - a. Rich Farr recalled his own participation in an ad hoc committee formed to review and assess the potential need for the HOA to hire a management company. This committee was formed about 2 years ago. He spoke about the committee, comprised of lot owners and no Executive Board members. At that time the committee determined there was no need for the Board to hire a management company. He then stated until one is on the Board, a lot owner has no idea how much work goes on behind the scenes, which is why the Executive Board had decided to pay both the bookkeeper and the secretary a nominal stipend of \$1,200 each per year. He stated he now realizes that the HOA would greatly benefit from hiring a management company. There would be several benefits for the lot owners of the HOA community. Rich prepared several handouts about management companies and their benefits for any lot owners who wished to take them after the meeting. Rich explained that the Executive Board is in the process of looking at hiring a management company. Rich further stated the Board wants this process to be done in a completely open manner and lot owners will be invited to attend meetings

during this process. Lot owners will be notified of the future meetings as the exploration of various HOA management companies progresses.

- b. Rich discussed several long-term potential costs for the HOA which include maintenance of the overflow parking areas, the walking trail, storm drains, and the possibility of maintenance of the retention ponds. Rich told the audience that the HOA will hire an engineer to evaluate the different areas and to suggest a long range savings plan to cover these future expenses in hopes of avoiding a special assessment. These areas are early in their expected life time usage and there is time to make these plans.
- c. Andy Shaffer, HOA Treasurer led the discussion regarding the 2011 HOA Budget. Mel James challenged the reason for the \$25 increase in the annual fee. Mel felt the increase was not needed when the anticipated expenses for 2011 were about the same as the anticipated final expenses for 2010. Andy Shaffer and Rich Farr pointed out to Mr. James that the financial balance with which the 2010 year began was over \$2,000 and the anticipated balance to begin the 2011 year is only \$750. This amount carried over from 2010 to 2011 could even be less because we still have almost two months of bills yet to go. Lou Johnson asked if lawyer's fees for non-compliance issues and delinquent fees are recouped by the HOA through the legal process. Legal fees are recouped but sometimes it may take years to complete this process.
- d. Mike Hetrick moved to approve the HOA 2011 budget. Lou Johnson seconded. Motioned carried with a yes or no vote by the community.
- e. The proposed sign regulation was read by Karen Hetrick. A show of hands was taken. Valid proxy votes are included in the final total of votes. 49 votes yes, 3 votes no. The proposed sign regulation passed and will be added to the HOA Regulations.
- f. Karen Hetrick read the original regulation regarding commercial vehicles, which only affects the Town Homes on Deerfield Drive and Boxwood Court. Karen then read the wording for the proposed change. Marlene Denenberg requested that commercial vehicles also be allowed to be parked in the overflow parking areas. Rich pointed out to her that commercial vehicles parked in the overflow lots could break down the asphalt at a faster rate. She replied there are already vehicles parked in overflow lots of a similar size. The following is the final wording which will be voted on at a later date (to be determined) and will then be announced to the HOA community. The wording for this proposed regulation is as follows: *"Small commercial vehicles are permitted to be parked in front of a property, in the driveway an owner's lot, or in the overflow parking areas as follows: There shall be no more than one (1) such commercial vehicle per property permitted on Deerfield Drive and/or Boxwood court at any one time. No vehicle over eighteen (18) feet long shall be permitted and semi or tractor trailer cabs shall not be permitted at any time."*
- g. General discussion moderated by Rich Farr. Lot owners were requested to keep their comments under four minutes.
 - Tyann James asked the Executive Board to define what a "business" is when it is referred to in the regulations. She felt we could not enforce

something we had not defined and there was nothing on the website that shows what the Board defines as a “business.” Rich Farr stated the Board will do this.

- Jeanne Funk asked what the Board was going to do about the downed mailbox on Deerfield Drive. Rich Farr said that late, this afternoon, November 8, 2010, he received a phone call regarding this issue from the post office. He was informed that the HOA is indeed the responsible agent to pour the concrete for the installation of the mailbox stand. Miss Funk gave the Board a communication she had received from Congressman Todd Platts’s office regarding this issue. Lou Johnson suggested the cluster mail box stand be moved away from the storm drain. This will be checked out with the post office as it is our understanding that the post office determines where the mail boxes are to be placed. The concrete will be poured within the week.
- Connie Reineberg asked what the plan was for fixing the broken sidewalk on Ashcombe Drive and dealing with the left over stones. Rich reported that this is in the new contract with Prestige Lawn Care, and it was supposed to be done by the end of October. Rich told the lot owners he would contact Prestige Lawn Care requesting it be done very soon.
- Mr. Lehr raised his concern with the over flow parking lots since it has now been confirmed that these lots are the property of the HOA and not the Township as was previously thought. The Board reported to Mr. Lehr that, even though these are HOA property, there is no regulation regarding the number of cars a lot owner may own and park in the overflow parking areas. The most the Board can do at this time is to ask residents to be courteous. The only other way would be to issue parking permits for a certain number of cars to each lot. That would be costly and hard to supervise, since the Board would need to manage these permits and all Board members are volunteers.
- Motion made to adjourn the Annual Meeting by Mike Hetrick. Lou Johnson seconded. Motion carried. The meeting was adjourned at 7:40 PM.

Respectfully submitted,

Judy Jackson
Executive Board Secretary
Ashcombe Farms Dover HOA