

**Southern Village Homeowners Association**  
Meeting minutes for February 9,2005

**Directors Present:** Tom Hanlon, Joe Cole, David McEntee and Nancy Morton

**Committee Heads Present:** Paul Mraz, (Parks), Marian Yeates (Townhomes)

**Others Present:** Scott Nilson; (Garden Gate) John Lawton (HRW) Eni Nagy (HRW).

**Preliminary Business:**

With a quorum established, the meeting was called to order at 7:05 P.M.

**First Order: Parks and Signage**

**Arlen Park:**

Paul Mraz presented the SVPCC plan for new signs around the village. Placard signs will be strategically placed at entrances; screwed or imbedded in concrete to prevent vandalism. Tom Hanlon offered the opinion that the signs should note a park closing time; so done. Paul gave the Board an update regarding revisions of the original Arlen Park plan based on feedback for surrounding neighbors. The plan is available on our website.

**Calderon Park:**

Dick Redfearn, a resident, has volunteered to install a brick pathway in the park

**Southern Village at large:**

The company Active Living by Design is working signs for placement along the greenway, marking other parks and paths as well as dog curbing signage. They will be ready for installation over the next few weeks.

**Second Order: Upcoming Improvements requiring approval of funds:**

**Paint Fence in Calderon:** It was agreed to ask the contractor hired for the Town Home painting to paint the fence. The HOA would save \$1,000.

	REQUEST:
<b>Arlen Park Path construction and park clearing.</b>	<b>\$ 9,500.</b>
<b>Edgewater/ Brookgreen intersection</b>	<b>\$ 1,000.</b>
<b>Dead tree removal from Arlen Park</b>	<b>\$ 500.</b>

David McEntee raised a point regarding the fact that the HOA hasn't a policy in place for determining at what dollar amount the Board should consider putting any contracts for service out to formal bid. The board deliberated on the question and reached a consensus that the current amounts before the board, when diluted to a per door dollar figure, were low. Preliminary discussion regarding said policy was tabled until the March meeting.

- Motion: Tom Hanlon made a motion to approve the amount requested by the Park Committee for Edgewater and Arlen Park. Nancy Morton Seconded; all approved.
- Motion: Tom Hanlon Made motion to approve removal of dead tree in Arlen Park: Nancy Seconded: all approved.

**Third Order: Financials**

David McEntee reported that the December financials were in good shape.

**Delinquencies:**

To date the SVHOA does not have an A to Z procedure in place to handle delinquent association dues for both the attached and detached homes. By mutual consent, it was agreed that David McEntee would develop such a policy and present it to the board for discussion. HRW will assist in the matter.

#### **Fourth Order: SVTC (Southern Village Townhome Committee) Report**

Marion Yeates the SVTC Chair reported to the board the committee's approval of the steps the board has taken to empower the townhome residents and townhome residents are now comfortable with the financial restructuring

**New SVTC member:** Marion nominated Brendan Fitzgerald of 300 Copperline Drive. Tom Hanlon moves to approve nomination, David McEntee second all approve.

#### **Fifth Order: Highgrove T/H water bill.**

- Highgrove representatives Dick Lowe and Rob Koonz came before the board at the December 2004 meeting, disputing a rather high water bill for the Highgrove townhome group. To resolve this outstanding issue, True Green lawn service will be directed to contact Dick Lowe with respect to what steps to take next.
- Billing for the water use has been done on a bank draft basis, which has prevented anyone, from lagging potential overcharges. The board has requested that HRW discontinue all automatic draft procedures.
- Marion Yeates will coordinate the efforts between Highgrove town homes and True Green

#### **Sixth Order: Fire Alarm Issue**

The board's communication with the original fire alarm installer Keystone has ended with the refusal of Keystone to make restitution to the town homes that paid for an alarm service that was never connected nor monitored. The Board directed Marion to have Dick Lowe and Rob Koontz request that our HOA attorney Hope Carmichael sends Keystone a demand for payment letter.

#### **Seventh Order: Architectural Review**

- New ARB guidelines are being mailed out.
- Process and Procedures write-up review for ARB violations is postponed till the March meeting.

#### **Eighth Order: Management Report**

HRW brought up concerns about the address booklet that SVHOA sends out to all members each year. The concern revolves around the inclusion of phone numbers and whether that is legal or not and the fact that there are very few responses from new owners. So, is the booklet becoming difficult to keep updated and is it worth the expense to continue publishing it? Further discussion was tabled till March.

#### **Ninth Order: AGM**

Tom: Open meeting, brief rundown of 2004 accomplishments and 2005 goals.

David: Financials.

David: Recognition's.

Marion: Townhome Committee Report.

Paul: Parks Report.

Meeting adjourned 9:00 P.M.