

**Linwood Farms Homeowners Association  
Board of Directors Meeting Minutes  
October 7, 2008**

**Opening**

Meeting called to order at 5:30pm by Chairman Mauro Messina.

**Minutes**

The minutes of the July Executive Board meeting were approved.

**Present**

Board: Jay Lewis, Gary Rains, Mauro Messina  
Committee: Jeoff Greenfield (ARC), Jeremy Reitman (Pool), Becky Bergman (Social)  
Others: Jason Phelps (Cedar)

**Committee Reports**

**Architectural Review:**

Discussion of homeowner who has placed a shed prior to submitting a request; verbal approval had been provided, but owner will be required to submit request as to meet approval guidelines... Discussion of addressing interim violation events (those between monthly inspections); who has authority to notify Cedar... Discussion continued on Frequently Asked Questions document being drafted by committee; revisions made based on earlier feedback from Mr. Messina... Discussion continued on ARC guidelines; ARC to continue working on revisions.

**Social:**

Mrs. Bergman reviewed for the Board the events of the Social Committee's first year: 2 community yard sales; May Bash; Teen Pool Party; 4<sup>th</sup> of July Parade & Picnic; Walking Club... She also reminded the Board that a monthly newsletter is being distributed. Presently the cost for its printing comes from the Social Committee budget, but they hope through selling advertising that it will become self supporting... A community gathering (November Bash) is scheduled for the first weekend of November... 8 homeowners are actively participating in the committee.

**Pool:**

Mr. Reitman informed the Board the pool building had been painted. Two coats were applied and upon inspection found the work to be satisfactory... An inventory of exterior equipment was provided to for the record... A list of items requiring repair or replacement was provided... Future meetings will be held prior to pool season to discuss strategies to control entry to the pool and lifeguard needs.

## **Financial Report**

The October financial report will be distributed to Board members by email in mid-October... AMG has yet to provide a copy of the 2008 Budget to Cedar Management; Mr. Messina will forward a copy in order to move forward with planning next year's budget... A discussion of outstanding delinquencies was held... Discussion of eviction process... Mr. Phelps advises a lawyer's spreadsheet will be included in future that tracks foreclosure and eviction activity... Discussion of future income needs and revenue flow.

## **Unfinished Business**

**Topic 1:** Pool Building Repair

**Action:** Mr. Reitman provided a list of repairs and replacement needed at the pool building. The maintenance will be addressed prior to the pool season.

## **New Business**

**Topic 1:** Appointment to Vacant Board Seat

**Action:** Formal introduction of Gary Rains. Gary was appointed by the Board to complete the term remaining for the seat vacated by Steve Davis.

**Topic 2:** Legal Representation

**Action:** The Association has signed a representation agreement with Holmes, Goodman, Wingo, PLLC. The firm will provide the Board legal advice on questions concerning Association business... Mr. Phelps advises that Cedar Management uses the services of Chris Karrenstein to handle the Association's lien and foreclosure activity. Mr. Karrenstein is available to Board and Community meetings for a fee.

**Topic 3:** Landscaping Contract

**Action:** The landscape maintenance contract expired in July. Maintenance is continuing on a month-to-month basis at the same cost... A&B has provided a quote for future service... Mr. Phelps directed to obtain two additional quotes for comparison.

**Topic 4:** Homeowner Meeting

**Action:** An opportunity for homeowners to meet with the Board will be provided within the next two weeks. The meeting will be at the Public Library; the date dependent upon room availability.

**Topic 5:** Common Area Tree Removal

**Action:** The Board accepted a bid from Davey Tree Expert Company to fell three dead standing trees that pose a hazard to the homeowner at 162 Golden Valley. The trees are located near the property line.

**Topic 6:** 153 Heywatchis

**Action:** Continued discussion of homeowner seeking the Association's approval for an easement to relocate a storm drain. The Board holds it has clearly explained the requirements and believes no further action by the Board is warranted.

**Topic 7:** Floodlights at Front Entrance

**Action:** Mr. Rains brings to the Board's attention the problems with the lighting at the first entrance to the development (right side unlit). Mr. Phelps directed to have this problem corrected.

**Topic 8:** Reimbursement to Social Committee Member

**Action:** Discussion of request by Social Committee member for reimbursement of expenses not supported by receipts. Board declines to approve the reimbursement. All expenditures must be supported with an itemized receipt if reimbursement is to be obtained.

### **Adjournment**

Meeting adjourned at 7:40pm by Chairman Mauro Messina.