

**CHAPMAN FARM HOMEOWNER'S ASSOCIATION**

Minutes of the Meeting of the Board of Directors

February 27, 2007

The Board of Directors of the Chapman Farm Homeowner's Association met on February 27, 2007 at the Chapman Farm Clubhouse. The meeting was called to order at 7:15 p.m.. The Board members present were as follows:

Timothy Johnson	President
Mark Collins	Treasurer
Rick Gloekler	Secretary
David Koegle	Board Member at Large
Janet Leister	ProCom

The minutes of the November 28, 2006 meeting and Executive Session were reviewed and approved.

**HOMEOWNER CONCERNS**

1. Homeowners indicated they like the new fence. It was noted that some of the slats are loose. The manufacturer will need to address this.
2. A homeowner noted that there are street lights out along Walden Drive. BGE should be called with the light numbers.

**THE PRESIDENT'S REPORT** was presented by Tim Johnson.

1. Tim said the Association is still looking for the "Top 5 Ideas for 2007" for projects to be completed this year. Some suggestions include:
  - a pavilion at the clubhouse
  - monkey bars
  - resurfacing the tennis courts
  - audio/video equipment for "movie nights"
2. Tim noted that the association is still investigating a fountain for the pond. They are searching for a manufacturer who makes shallow water fountains.
3. Tim reviewed the various committees which are in need of chairmen (Grounds, Architectural, Education, etc.) The Education Committee is especially important with the new elem. school opening and issues such as the white van that has been approaching students.

**THE TREASURER'S REPORT**

- \* The General Trial Balance was reviewed and is in accordance with the budget for the fiscal year.
  - \* The cash on hand in checking for January 2007 is \$156,773.60
  - \* The cash on hand in savings is \$145,000.00
  - \* The total income for the month was \$ 605.08
  - \* The total expenses for the month were \$ 4,744.14
  - \* Leaving a loss for the month of (\$4,139.06)
  - \* The loss for the year to date is (\$4,139.06)
1. Tim noted that all homeowners should have received account balance notices. This was especially helpful in alerting accounts with small balances about which they may not have been aware.

THE MANAGEMENT REPORT was provided by Janet Leister.

1. No transfers of ownership as of 1/31/07.
2. Correspondence
  - a. Copies of all incoming/outgoing correspondence provided for Board review.
  - b. Violation letters sent with correction deadlines and have been scheduled for reinspection.  
E-mail received from Paul Miller of Price Road thanking the Board for the improvements to the community over the past year and suggested the addition of monkey bars at playground. The Board is investigating this and will be checking liability issues with the association's insurance company.
  - d. E-mail received from Liz Bell asking for Board's feedback on the website she has created. The association will not be endorsing any specific business.
  - e. E-mail received from Jennifer Gallizzo of Elsa Court requesting that something be included in the next newsletter about pets and nuisances, possibly including the AA County Animal Control Affidavit. Rick agreed to include in the next newsletter.
3. Projects / Proposals
  - a. J&R Business Care who performs cleaning at the clubhouse is raising their fees \$3 per cleaning. Additionally, they will start charging the Association when tape or decorations are applied to the walls, trash is not removed from the building, leaves decorations outside, did not remove all the items the same day/night of the rental - causing J&R to come back a second time to clean. New contract enclosed for Board review.
  - b. ProCom has requested that J&R complete a checklist noting any infractions of the contract so that the renter can be charged for any associated clean up fees. ProCom is also working on a new Clubhouse Rental Agreement form which provides for the increase in the cleaning fees and will provide specifics on the extra charges that may apply if the contract is violated.
  - c. Gable Signs has provided a proposal to refurbish all four entrance signs. After negotiation, ProCom was able to get the price down to \$1,921.50.
  - d. The rear light at the clubhouse is working again.
  - e. The rear door at the clubhouse has been repaired, as it was falling off its hinges.
  - f. The tennis court striping and exterior clubhouse painting will occur when weather permits. The Board questioned whether or not they had approved the exterior painting. Pricing was requested but no decision has been made.
  - g. Invoice received from GCC for 2007 membership renewal. Cost is \$75.
  - h. The Board to consider replacing trees which were lost in recent snow/ice storms.
4. Miscellaneous
  - a. A map of the community is enclosed for the Board's convenience.
  - b. January activity report provided by Sgt. Peterson.
  - c. Visitation reports provided from C S Lawn.
5. Financial
  - a. Collection report provided by attorney for Board review.
  - b. New collection policy is being written by attorney. When signed by the Board it will be included in the governing documents.
  - c. April 2007 assessment has been applied to homeowner accounts and invoices were mailed to all homeowners on Friday February 23, 2007.

