



**Meadowood Homeowners
Association
Meeting Agenda and Minutes**



Meeting Title:	MHA BOT Monthly Meeting				
Meeting Date:	05/31/2006	Meeting Time:	7:15 – 8:45	Meeting Location:	Arabica
Leader:	Seth Rodin	Facilitator:	Mike Adkins	Scribe:	Mike Adkins
In Attendance: <i>Strikethrough those not in attendance</i>	Seth Rodin – President Ron George – Vice President Adam Weissberg – Treasurer Mike Adkins – Secretary		Ray Kaczur – Board member Darren Gambatesa – Board Member David Arnold – Board Member		
Guests	Jon May				

Meeting Objective: <i>Why is this meeting being held and what is to be accomplished? What are the desired outcomes?</i>
To provide an open forum for the residents of Meadowood. To review monthly issues that affects the Meadowood neighborhood and plan for the future.

Agenda Topic <i>Items to be covered.</i>	Responsible <i>Who?</i>	Time / Time Allotted <i>How long for discussion?</i>	
1. Call meeting to order	Seth Rodin	7:15-7:15	0 min
2. President's call for Board members	Seth Rodin	7:15 – 7:25	10 min
3. Review and approve previous month's minutes	Seth Rodin	7:25 – 7:30	5 min
4. Treasurer's Report a. Financial statement review b. Open	Adam Weissberg	7:30 – 7:40	10 min
5. President's Report a. Garage Sale b. Meet-n-Greet c. Open	Seth Rodin	7:40 – 8:00	20 min
6. Old Business a. Current Committee Updates i. Landscaping 1. Center island tree 2. Common grass ii. Website iii. Welcome packets iv. Sign Committee b. Update on previous action items	Seth Rodin	8:00 – 8:20	20 min
7. New Business a. Open	Group	8:20 – 8:40	20 min
8. Schedule next meeting	Group	8:40 – 8:45	
9. Adjourn meeting	Seth Rodin	8:45	

Meeting Notes and Discussion <i>Summary of agenda items and discussion. Assign ownership to decisions and commitments.</i>
1. Meeting called to order 7:15. 2. Nominations were made for the four office spots and three trustee members. All voting was unanimous by the residents present at the meeting. For the 2006/2007 year, the following board was chosen:



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- a. President – Seth Rodin
 - b. Vice President – Ron George
 - c. Treasurer – David Arnold
 - d. Secretary – Mike Adkins
 - e. Trustee – Ray Kaczur
 - f. Trustee – Adam Weissberg
 - g. Trustee – Jon May
3. Previous months minutes approved and filed, as is.
4. Treasurer's Report
- a. Financial report was reviewed. As of May 31; 51 homes were still delinquent in 2006 dues. 12 exempt homes have paid.
5. President's report
- a. Garage Sale – The sign is in place in the front of the neighborhood. Ads will be placed in the Sun Post and possibly the Twinsburg Bulletin. John will update the website to clarify that residents will need to purchase their own permits for the garage sale.
 - b. Meet-n-Greet – Assignments were made for each of the main items for the event. These are located in the action item section.
 - c. Open – Seth notified the group that a resident wishes to build a playhouse. Seth notified the resident that this is fine as long as it does not lock, has windows, is used as a playhouse, and not a shed. The board discussed the reasons to formally approve this and document for the future. Seth will follow-up with the homeowner for formal approval and documentation.
6. Old Business
- a. Current Committees
 - i. The landscaping committee
 1. The center island tree was replanted. The residents of Meadowood are responsible for watering the tree. The owner of the house on the south corner will allow the board to use the water faucet on the house to fill the water bag. David will create a calendar for watering to share the load among the board members.
 2. The common area grass was damaged due to a fertilizing malfunction. Monaco will take care of this pending weather. He is deeply apologetic and acknowledged the mistake.
 3. Upon walking the greenbelt, 4 to 5 trees were identified as needing to be removed. From where these trees are located, it does not appear that they will need to be replaced. This situation will be monitored based on the outcome of the tree removal.
 4. An additional quote is forthcoming for insecticide. A review of the budget for tree replacement and north greenbelt pruning is needed to determine the overall cost that can be incurred for the spraying. It is believed that we allotted \$2,000 for this in the 2006 budget.
 - ii. Website committee – Jon continues to make updates for the directory. He hopes to have a draft to share at the next meeting.
 - iii. Welcome packets – Now new ones to report
 - iv. Sign Committee – David spoke to another manufacturer and showed the board signs that they created. He will follow-up with them to seek a quote or ideas. Seth will contact the original company to re-quote based on their latest proposal. The board had a discussion on what the sign should look like and include. No decisions were made.
 - v. The website committee reported no progress.
 - vi. The welcome packets were distributed to Ron and Ray for dissemination to new residents.
 - vii. The sign committee reported no progress.
 - b. Previous action items:
 - i. Not complete – David provided Mike with replacement lights
 - ii. 3rd quote pending. Review of first two is needed along with budget review
 - iii. Complete – A sign cannot be put up by the city. If this continues, the residents are encouraged to contact the police as this is a city park under the city's jurisdiction.



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- iv. Not complete – Ray did convey that the city ordinance states that sidewalk cracks cannot be more than ½” vertical.
- v. On-going
- vi. On-going
- 7. New business
 - a. No new items
- 8. The June meeting is scheduled for Monday, June 19 at 7:15 at Seth’s house (2227 Meadowood)
- 9. Meeting adjourned at 8:45

<u>This Meeting Action Items</u>		
<i>Assign ownership to the action items along with the commitment date for completion.</i>		
Action Item	Responsible Person	Due Date
1. Look at lights in center island	Mike	6/30/2006
2. Inquire with 3 rd company about pesticide for Rt. 91 Greenbelt	Ron	5/31/2006
3. Speak to Bill Hon about Meadowood park pellet guns	Ron	5/31/2006
4. Contact Amy Mohr about sidewalks	Mike	5/31/2006
5. Coordinate garage sale	Board	6/17/2006
6. Coordinate meet-n-greet	Board	6/24/2006

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3. Contact Amy Mohr about sidewalks	Mike	5/31/2006
4. Invite applicable city council members and the mayor	David	6/17/2006
5. Invite local police and fire departments	Seth	6/17/2006
6. Contact Step 2 about loaner toys	Mike	6/17/2006
7. Contact food person	Seth	6/17/2006
8. Update website for RSVP and dessert/appetizer assignments	Jon	6/5/2006
9. Update garage sale information on the website	Jon	6/5/2006
10. Follow-up with homeowner on playhouse to formally document	Seth	6/17/2006
11. Create calendar for watering the center island tree	David	6/17/2006
12. Send email clarifying quotes for greenbelt pruning to determine insecticide budget	David	6/5/2006
13. Solicit re-quote on latest sign proposal	Seth	6/17/2006
14. Provide fence approval letter to the Gallo’s	Mike	6/5/2006

Seth Rodin – 2006/07 MHA President

Mike Adkins – 2006/07 MHA Secretary