

Ashcombe Farms Dover HOA
Executive Board Meeting Agenda
Wednesday, August 3, 2011 - 7:00 PM

General session:

1. The Executive Board meeting was called to order at 7:02 PM. Board members present: Rich Farr, Scott Fiske, Karen Hetrick, and Judy Jackson. Absent: Andy Shaffer. Guests present: Mike Feldblum and Barbara Ryan.
2. Scott Fiske moved to accept the Secretary's report. Karen Hetrick seconded. Motion carried.
3. Andy Shaffer, treasurer, was absent but provided his report. There was some general discussion about the report and Rich Farr, president, had a few questions. He will email Andy to get clarifications. Karen Hetrick moved to accept the treasurer's report. Scott Fiske seconded. Motion carried.
4. There were no comments from Lot Owners present.
5. Old business
 - a. The home at 1900 Deerfield Drive did not sell in the 45 days in order for a buyer to avoid paying the Initiation fee and for Short Sale connection to avoid paying the resale certificate cost. A letter was mailed to them and an email as well informing them of this information. There has been no response.
 - b. YMCA – and lot on Palomino Road – this issue was tabled.
 - c. There were no millings available from near-by Townships. However, Scott Fiske still has to contact Dover Township. He will do that soon.
 - d. The Board discussed the Yard of the Month policy. Because of the economic concerns and spending it was moved by Karen Hetrick to suspend the monetary awards for the Yard of the Month for twelve (12) months. We will publish the names of the honored lot owners in the newsletter.
 - e. There was discussion regarding the HOA management company vote. Judy Jackson reported that the information and ballots were mailed out to all lot owners. There was discussion regarding what the vote empowers the Board to do – which is only to hire a management company. After we have approval from the community, then contract negotiations can begin. The final voting day is Saturday August 20 at 5:00 PM and votes will be counted at the home of Judy Jackson, secretary, on Tuesday August 23 at 7:00 PM.
 - f. If we are unable to hire a management company, Mike Hetrick may be willing to be the web master. We can discuss this with him at a later time.
 - g. Executive Board handbooks will be updated at the next Executive Board meeting. In the meantime, Rich Farr will once again ask Mel James to return his Board handbook since he is no longer on the Board. The Handbook is not personal property of the Board member; it is the property of the Executive Board. If it is not returned, money from the General Account will have to be spent to create a new one.
 - h. It was agreed by general consensus that we will put an article in the newsletter asking lot owners not to discuss their concerns with Executive Board members on the street or to come to their home. The Board always wants to answer lot owner concerns; however;

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the Board respectfully requests that lot owners use the HOA email, the drop box, or the PO Box 121, Dover when expressing their concerns.

6. New business

- a. Judy Jackson moved that we increase the Initiation Fee to \$450.00 in order to increase revenue for future repairs held in common by all lot owners. There was quite a bit of discussion. Scott Fiske seconded. Motion carried. Judy Jackson will contact every current realtor who has a home listed for sale in our HOA in regards to this increase.
- b. Karen Hetrick moved that we reword the wording in both the first and second non-compliance letter templates in order to better communicate information about fines for non-compliance issues. Scott Fiske seconded. Motion carried. Judy Jackson will work on this rewording and then send the reworded letters to the Board members for their approval.
- c. Scott Fiske moved that we reword the letters to listing agent Realtors making them more general instead of being for a particular address. The letters would contain all of the same information regarding fees, etc. Karen Hetrick seconded. Motion carried.
- d. Judy Jackson prepared a draft of a Lot owner request form that could be used for future lot owner requests. There was discussion about other wording to include on the form. Judy moved that we adopt this Lot Owner Request form with the additional wording. Karen Hetrick seconded. Motion carried. Judy Jackson will make the necessary editing and send it to the web master to place on the web site. In addition, we will include the form in the same envelope as the Fall newsletter. This form will bring consistency to lot owner requests and, in addition, lot owners will know what kind of information they need to provide when submitting their request.
- e. Mike and Libby Loser requested approval to begin searching more information regarding placing solar panels on their home. There was quite a bit of discussion regarding this. The Board recognizes that this request may come from other lot owners as well. The Board asked Judy Jackson to do some research on solar panels including but not limited to these questions:
 - i. How are solar panels installed?
 - ii. On what side of the home are solar panels usually installed?
 - iii. Can the solar panels be placed only on the rear roofs?
 - iv. Would there ever be a need to install solar panels on the side of a house?
 - v. How much tilting of solar panels could occur?
 - vi. What are the potential legal concerns the Board has to consider?
 - vii. Will the weight of solar panels on one roof in a set of six (6) town homes cause undue stress to the roofs of other townhomes? What if all six (6) town home lot owners install solar panels? Will that cause undue stress to all of the roofs?
 - viii. How will roof leaking be prevented – not only to the roof of the lot owner where the solar panels are installed but also to adjoining roofs on adjacent town homes?
 - ix. Are there safe guards the Board needs to consider for adjacent town homes?
- f. Andy Shaffer requested that the Board consider using latex striping paint to stripe the

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parking spaces in the overflow lots. All of the lots would be striped. Rich Farr agreed this is a problem. Scott Fiske moved that the Board authorize Andy Shaffer to buy the paint and allow him to stripe the lots himself. Karen Hetrick seconded. Motion carried.

Executive Session of the Board – Guests were dismissed; notice of confidentiality regarding Executive Board business.

Date and place for the next HOA Board meeting – Wednesday, September 28, 2011 at 7:00 at Judy Jackson's home – 1842 Deerfield Drive.