

**Heather Lake Homeowners Association Annual Meeting
Wagnall's Memorial Library
March 24th, 2016 at 6:00pm**

Call of Meeting to Order @: 6:00 pm

Attendance: (Board and volunteer support) Mike Smith, Sandy Stakely, Eric Jones

Homeowners: Bill and Kathy Amspaugh, Tom and Susan Nutini, Cindy Wilson, Doug and Vicki Heston

Approval of Minutes from Preceding Meeting of February 15th : all approved via email

Annual Meeting:

Re officer elections. No new candidates applied for open board positions.

Eric Jones and Kevin Spires terms expired this year. Both accepted request to continue for an addition three year term. Eric Jones will continue as President, Kevin Spires will continue as Parks and Common Grounds Coordinator.

No questions were received in advance.

Reports of Officers:

President (Eric Jones): Presented 2015 Accomplishments and Draft 2016 Goals (attached).

Treasurer (Mike Smith): Reviewed budget, sent via mail prior to the meeting. Shared the monthly bank statements and QuickBooks reconciliations for all accounts. Highlighted key expenses – e.g. mowing, path maintenance, legal. Noted that the settlement payment for lot 13 was due in a few days (Note: payment received on-time – Lot 13 is now current with zero balance).

1. **Secretary (board on behalf of Rachel Valinsky):** Discussed architectural review process. James Valinsky can no longer continue as coordinator, due to employer concern about potential conflict of interest. Since we have four new builds, board needs expertise to perform the reviews. Steve Meadows is already requesting details for the architectural review process for Lot 72. Eric shared that mound septic system will not be required for the new lots. Discussion about how the lake could be impacted by the new homes. Requirement is that construction cannot damage the watershed. Area of concern, but thinking is that the county agencies (e.g. board of health, Fairfield county soil and water) will have primary jurisdiction. Best thing to do is request review by the county. Sandy Stakely takes an action item to contact Fairfield county agencies to review any potential impacts to the lake from new homes (e.g lot 1, 70, 71, and 72).

Parks and Common Grounds Coordinator (board on behalf of Kevin Spires): working with Kirkbride to get a quote for cleaning up the two front entrances. Working on quotes for path maintenance, pending spring thaw.

Deed Restrictions Coordinator (Sandy Stakely):

1. Sign-off procedure for distribution of documents? Reviewed K&C guidance on distribution of documents.
2. Deeds restriction processes. Sandy is reviewing how to be standard and fair. Written complaint required from residents to investigate.

Architectural Review:

1. James Valinsky has to withdraw as coordinator. Looking for volunteer to be a replacement as lead review person.

Comments/Questions from attendees:

1. Vicki Heston would like to see more social events in the community. Current volunteer board members all have full time jobs and other activities in addition to board activities. Need a volunteer coordinator to support organizing social events (e.g. garage sale, community picnic, etc).
2. How long is an architectural review good for? How long can construction last? Board will research for next meeting.
3. Bill Amspaugh – asked about vehicle restriction enforcement. Open issue on lot 37 – handed over to attorneys.
4. Tom Nutini – What is the status of unpaid assessments? Apart from Lot 13 (which is now paid), lots 18, and 37 have significant unpaid balances.

Report of Volunteers:

No reports.

Action Items:

2. Sandy Stakely to contact Fairfield county agencies to review any potential impacts to the Heather Lake lake from construction and new homes in Lot 1, 70, 71, and 72. Need to understand if changes to lake maintenance will need to be considered, and how best to measure and monitor.

Did not review:

Tabled items: *Creating a “Rules” list for the association, including a review & potential updating of the parking restrictions.

*Website update (last meeting we discussed adding website maintenance to the 2016 budget).

*How and when to use email notifications, brought up with the thefts that occurred.

* Possibility of volunteer support for coordination of HL garage sale.

Meeting Adjourned @: 7:20 pm

Next Meetings:

Wednesday, May 11th at 6pm at the Stakely residence

Wednesday, July 13th at 6pm at the Jones’ residence

Wednesday, September 14th at 6pm at the Valinsky residence