

HEATHER LAKE HOMEOWNERS ASSOCIATION

BOARD MEETING

November 6, 2006

7:00 p.m.

@ residence of Tammy Ellinwood

Trustees Present: Tammy Ellinwood, Jennifer Frear, Donna Karoscik, Tom Nutini, Marsha and Dave Norby

FINANCIAL:

Marsha has not received all necessary documents from Eileen and Elaine. She will continue to try and get those ASAP. Donna will send e-mails to Eileen and Elaine, requesting them to forward financial documents to Marsha, also. Marsha recently deposited many checks.

Balance is \$7,384.66 in the Huntington Bank checking account. Jennifer will become second signature on the account. She will sign signature cards within the next week or so.

Dave suggested that future dues notices state for residents to include their ~~name~~, lot number, ~~quarter~~ and ~~year~~ for which they are paying. The dues to be paid are for the prior quarter and notices will be sent 30 days prior to due date (example: due 1/1/07, will be mailed 12/1/06, paying for 4th quarter of '06).

Dues are \$184/yr now. Discussion was held re: proposal for 2007 dues to be \$184/yr if paid yearly; \$200/yr or \$50/quarter if paid quarterly. This issue will go up for vote at the annual meeting in February.

NEWSLETTERS:

Donna will take over newsletters and get format from Elaine. Jennifer will assist. Newsletters will contain more of a community feel, including birthdays, new babies, etc., and a small section for ads, babysitting services, card clubs, etc.

Newsletter schedule: December 1, March 1, June 1, September 1. Will coincide with dues notices. Donna and Marsha will work together on sending newsletters/notices. Jennifer and Tammy will assist in sending delinquent dues reminders. Marsha will provide them with the names, lot numbers, and amounts; Tammy and Jennifer will prepare letters to be sent.

PARKS:

Tom's packet --

There were 18 mowings in 2006. Lawn Gents invoices were presented for payment, \$847.88 and \$537.63; Davey Tree invoice for fertilizing, \$160.13; Armor Paving invoice for crack sealing around the lake, \$900. Invoices were presented to Marsha for payment.

Trustees unanimously approved David Engle Painting bid to paint street signs and fences. Tom will call to get on the schedule ASAP, possibly this fall, or at the earliest possible time in the spring.

Trustees voted and unanimously approved new sign estimate. Tom will contact them and ask them to make the sign. Marsha will cut the check for the deposit (\$837.05) and Tom will send.

DEED RESTRICTIONS:

Tammy has not received any complaints re: deed restrictions. She will send a letter, friendly reminder style, to Lot 11 (Fields) regarding several barking dog complaints.

ARB:

Otto's plans were distributed for his pergola, which looks great.

Dave gave Jennifer a new resident packet, and an additional one for her new neighbors (LaRocca).

MISCELLANEOUS:

"Job Descriptions" will be written out by each trustee for the next meeting. Those descriptions will be included in the documents for the open meeting.

Donna: Secretary, newsletter

Tammy: Deed restrictions

Marsha: Treasurer, dues and taxes

Tom: Parks

Dave: ARB/new residents

Jennifer: Administrative (dues letters, deed restrictions assistance, newsletter assistance)

Trick or Treat 2007 will be held the Sunday before Oct. 31st in the afternoon. Signs will be posted beforehand and a reminder put in the newsletter.

Next meeting is January 15th, 7:00 p.m., at Donna's house.

Open Meeting will be February 12, 2007 at Wagnalls Memorial. Donna will make

arrangements for meeting room.

ACTION ITEMS:

All -- write job descriptions before next meeting

Donna -- e-mail Elaine and Eileen re: getting financial documents to Marsha

-- get newsletter format from Elaine

-- get info together for next newsletter

-- make arrangements @ Wagnalls for annual meeting

Tammy -- send letter to Fields

Tom -- order sign

-- get on schedule for painting of signs/fences

Marsha -- get additional financial info

Jennifer -- sign signature cards @ Huntington in Canal Winchester