

Minutes of Glencoe Neighborhood Homeowners' Association Annual Meeting
Richfield Library
Tuesday, June 19, 2007

The annual meeting of the Glencoe Neighborhood Homeowners' Association (the "Association") was called to order on Tuesday, June 19, 2007, by the President, Joe Verderber, at 6:30 p.m. at the Richfield Library. Joe mentioned that we had use of the room at no charge but because the library is a public facility, anyone is allowed to attend. However, only Glencoe homeowners are allowed to vote for Association officers and for any other items proposed.

A roll call was taken by the Secretary, Pam Fisher. Homeowners present in person were Arthur/Krasovec, Dickens, Feth, Fisher, Forchione, Gates, Georgeoff, Hutchinson, Jirousek, Koptis, Leaventon, Lowry, O'Connor/O'Neill, Verderber, Woodman/Wendling, Zeitler. The developer, Jim Biggar, was also present in person, as was Bob Scherba, a renter. Present by proxy were Connell and Parry. Therefore, of 54 possible votes, there were 43 votes (and therefore a quorum).

The Secretary stated that homeowners were informed about the meeting via email dated May 13, 2007, and were sent the 2007 Notice of Annual Meeting, an Agenda, and a Proxy as attachments to the email. This method of notification is in compliance with the Association's Code of Regulations.

After it was mentioned that the minutes of the 2006 Annual Meeting are available on the Association's web site, it was moved, and seconded, that the reading of those minutes be approved without being read at this meeting.

Reports of Officers

Pam Fisher – Secretary

Pam introduced the folks that have joined the neighborhood since the 2006 Annual Meeting – Bill Wendling and Lynne Woodman at 3382 East Glencoe (who were present), and John and Linda Kasmarcak at 3360 East Glencoe (who were traveling and not at the meeting).

Pam indicated that all homeowners should visit the Association web site from time to time to stay apprised of neighborhood events, as well as minutes of this meeting and the trustees' meetings throughout the year. She reminded all how to determine their username and password for accessing the site. Information on the website can be printed.

Pam indicated that forms were available for those who wanted to be included in the Glencairn Forest directory. Three homeowners completed forms. There was some discussion about a Glencoe directory, but not a lot of enthusiasm was shown.

Ray Jirousek – Treasurer

Ray reviewed the duties of the Treasurer: deposit fees, pay bills, invest funds, keep the books and records, and prepare financial statements.

He indicated that although the Code of Regulations indicates that dues should be paid annually or semi-annually, current practice is to pay quarterly. Some homeowners still pay their dues monthly. He urged all homeowners to begin paying dues quarterly. No homeowners are delinquent with their dues payments.

Ray mentioned that when he receives an invoice he always checks with the point person (the individual who has worked with that vendor/contractor) before paying it – in case the payment should be held back for any reason (shoddy work, incomplete work, etc.)

Ray is still using three separate instruments for the Association's funds; a checking account (currently has \$8,600 to cover anticipated upcoming bills), interest-bearing money market savings account (currently has \$21,800), and two certificates of deposit (one with \$100,000 at 5.2 percent, due January 2008 and one with \$70,000 at 5.15 percent, due March 2008).

Ray indicated that, as always, a financial statement is available on the web site.

Joe Verderber – President

Joe reminded homeowners that the Code of Regulations calls for an annual audit of the financial records. The audit need not be certified or done by CPAs. Beginning in 2006, non-trustee homeowners have served as the auditors. In 2006 it was the Fishers and DiCarlos. In 2007 the DiCarlos and the Turoczys did the audit, and the Turoczys volunteered again for January 2008 (they will be the “senior” auditors since it will be their second time). He indicated that some non-trustee homeowners are needed to assist the Turoczys. No one volunteered at the meeting, but volunteers are needed and are welcome to contact Ray or Joe at any time to sign up. The audit will be in mid-February 2008 and will require about 2 hours.

Joe addressed the Taxes line on the budget sheet, which is the federal tax on the interest we earn on Ray's investments. The taxes have climbed from \$176 in 2005 to \$554 in 2006 to \$2,099 in the 2007 budget. (The tax rate is 30 percent.) Joe mentioned that we will see an “actual” of about \$4,200 for 2007 because we are now at a level where we have to make estimated tax payments. Since we use “cash” accounting, not “accrual”

accounting, all the money we actually send to the IRS in 2007 will show as a tax payment in that year. In this case, paying additional taxes is a good thing because it means we're earning more interest for the Association!

Joe reminded homeowners that we are responsible for repaving Glencoe Road, East Glencoe, West Glencoe, and Thistle Court. We had ~~cost~~ information from another homeowners' association, and also from Glencairn for paving the number of dollars cost per square foot, ~~and also from Glencairn~~. We previously used \$1.13 per square foot, but we suspect it is actually more like \$2.00 per square foot. The asphalt contractor, Perrin Asphalt, will be giving us an estimate for repaving.

There has been an issue regarding premature failure of roof shingles. Kathleen Mayher had severe water leakage into her home. A roofer told her the entire roof needed to be replaced. CertainTeed, the manufacturer of the shingles, confirmed that some of their shingles from the mid-1980's to the early 1990's had prematurely failed ~~during the period from the mid-1980's to the early 1990's~~. Sample shingles were removed per instructions from CertainTeed and sent to their laboratory for analysis. They confirmed that Kathleen's shingles had prematurely failed. CertainTeed honored their warranty despite the fact that Kathleen was not the original purchases of the home. ~~T;~~ they pro-rated the cost of the shingles and provided a small discount on the new shingles. Dunn-Rite roofing did the work. The Association paid the cost of replacement, which was approximately \$10,000.

The roof on the next oldest unit was looked at and found to show no similar ~~NO~~ premature failure.

Bill Koptis indicated that Dunn-Rite has been at his house four times for roof problems. Joe indicated that Dunn-Rite would have made it known if the problems were caused by premature shingle failure.

Dave Fisher indicated that there was no immediate problem at his house, but expected the roof would need replacing way before the expected time.

Linda Leaventon asked if every roof should be tested. Joe said he ~~did not think that was necessary~~ had no plans to spend the Association's money to do that.

~~Dave Dickens commented "so we will replace the roof but we won't test them?" He said he didn't understand.~~

There was continued discussion, and it was noted that many roofs had been repaired because of improper or faulty flashing and improper or missing moisture barriers. This is not the type of work covered by the Association's reserves. They deal with eventual replacement of the shingles

Rick Lowry asked how much CertainTeed paid toward Kathleen's roof. Joe indicated that they paid approximately \$1,500 which left against a \$10,000 cost.

Reports of Committees

Arboriculture: Michael O'Connor, with presentation by Jason Andrew, Landscape Architect

Jason handed out copies of his tree re-planting drawing and explained it. He indicated that this project started as a tree replacement program, but there were not as many to replace as originally thought. He suggested that there are three phases – critical, aesthetic, and optional.

In many places, smaller trees are flourishing after the dead trees are removed.

West Glencoe is more open now than East Glencoe, so there are more new trees proposed on West Glencoe to balance the two sides. In the waterfall area, there would be permanent plants and shrubs, not annuals. They will be low so they do not block the view of the waterfalls.

There is also a watering issue – the homeowners would need to water new greenery in their areas or hire someone to do it.

Joe urged homeowners to consider all three phases of Jason's proposed design and provide feedback to the trustees by late July.

There was also some discussion of tree removal. That is handled by Ron Dawson of Advanced Arboriculture at the direction of the Trustees and has nothing to do with Jason's proposal. It is expected that there will be some tree removals and trimming by Dawson late this summer.

~~Joe Hutchinson had some questions – when are the trees removed, and which are designated to be removed? Are a lot of trees being removed or just a few?~~

~~Joe indicated that on the west side of West Glencoe some large trees have been removed.~~

~~During a walk around with Ron Dawson, it was decided there are eight trees to be removed, including two in Joe Hutchinson's yard.~~

~~There is also a watering issue – the homeowners would need to water new greenery in their areas or hire someone to do it.~~

~~Joe urged homeowners to consider Jason's design and provide feedback to the trustees by late July.~~

At this point Jim Biggar asked for the floor since he had to leave for another appointment. He thanked the group for the kindness to his late wife and to him at her passing.

Jim indicated that on the bottom left corner of the drawing Jason handed out, three future units are shown on the west side of the “crash gate” road off Thistle Court. That will be changed, and only two units, each larger than the three originally planned, will be built. ~~The unit east of the emergency road will remain.~~—The lot lines will be changing, and Jim needs to get approval from the Township for that. ~~The first construction will be a unit next to the new ranch unit.~~—The garages will be in the back, and a big window wall will be facing Thistle Court. The Frazier model will have a three-car garage. The unit east of the emergency road will remain and is expected to be the next new construction.

Rick Lowry asked if the mess in the vacant lot area will be cleaned up. Jim replied affirmatively.

Jim Biggar then left the meeting.

Restaining: Doug Mory

Restaining of five houses due this year will begin July 15 and will take four to six weeks.

Re-sealing driveways: Pam Fisher

Pam indicated that Perrin Asphalt will be walking the neighborhood on June 20 and will give us an estimate for re-sealing. They will also estimate the cost of sealing the major cracks in our roads and repairing the large hole in Jim Buxton’s driveway at 3520 Thistle Court. This latter item will be at the Developer’s expense, since the problem was caused by utility excavations for earlier construction.

The homeowners were reminded that repair and replacement of their driveway is the responsibility of the homeowner.

Barry Leaventon commented ~~that Perrin should look at the streets, also, (especially the hill) for possible replacing also.~~ He indicated that officially the driveways are common space.

Insect Control: George Gates

George indicated that perimeter spraying for spiders, centipedes, etc., was done in April and will be done again in September. Eradication of ants and other pests are the responsibility of the individual homeowners.

Gutter cleaning: Ray Jirousek

Ray reiterated that gutters are cleaned three times each year: once in the spring (it was the first week of June this year) after seeds and pollen have fallen, and two times in the fall – halfway through leaf season and again at the end of the season.

| Gordie Niedenthal does the gutter cleaning.

Barry Leaventon asked what is our liability if Gordie falls off a roof while cleaning gutters? Joe replied that he will ask our insurance broker. (No answer is yet available as of this writing.)

Landscape maintenance: Joe Verderber

| Joe indicated that several homeowners ~~we~~ incurred severe lawn insect damage in 2006. Therefore, on June 14, 2007, we had one surface insect treatment and one treatment of grub control done. He indicated that Turfscape has been very responsive to reported problems. Martin Poder is our account manager there. Joe invited feedback from homeowners regarding Turfscape.

Turfscape does pruning when they think it is appropriate. Rick Lowry said the pruning was done too late.

| Barry Leaventon asked why we spent \$23,000 when the budget was \$12,200. The answer is that the budget was done based on the old Stout rates while the actual is from the Turfscape contract.

Snow removal: George Gates

George indicated that last winter season we had 20 full plows, 20 shovelings, 45 saltins and 34 de-icings. He is working on the contract for this coming season.

Krista Mory indicated that the hill was kept clear but the driveways weren't always. George reminded everyone of the 2" trigger for service.

Election of Trustees

All seven trustees agreed to serve for another two years and were unanimously re-elected.

New Business

| The East Glencoe cul-de-sac still causes problems for trucks trying to get around it. Shrinking the size of the unpaved area ~~will probably cost around \$15,000 by~~ (making the

edges limestone and river gravelwalk has been contemplated). An estimate of cost is due from Andy Williams. Bill Koptis had a question about whether or not anything would be done with the slope at that same time. The answer was “no” as there is no intent to modify the road itself, but only the center island.

Tom Georgeoff asked if names of landscapers and other service individuals could be added to the website. He indicated that he is putting in a Trex material deck, the same as the new home at 3360 East Glencoe which was approved by the Architectural Review Board. The deck paint color is Coastal Gray and the Trex material will be very close to that same color.

Ray Jirousek indicated that since there is only one street light in the entire allotment, he urged homeowners to keep their garage floodlights on to keep the neighborhood lit.

Joe Verderber indicated that Turfscape is holding a charity golf outing on July 20 at Blue Herron golf club, if anyone is interested.

Michael Forchionne indicated that the water at the entrance of Glencairn looks bad. Joe indicated that there is supposed to be a Glencairn trustees meeting ~~in on~~ July ~~10~~ where that could be addressed. Joe reported that at the last Glencairn Homeowners annual meeting it was announced that attempts to get Summit County to contribute to cleaning out or dredging the Wheatley/Glencairn pond were not fruitful, despite the fact that the~~We though the county was going to help with that, but they will not. That~~ culvert drains a 3-mile area outside of Glencairn Forest. An assessment may be necessary, but the some residents of The Woods don't want to be involved. Therefore, there is a conflict which must be resolved.

Tom Georgeoff indicated that he was at the Glencairn Homeowners' meeting and was told that it would cost \$20,000 to dredge that lake. Louis Zeitler asked what is the method of dredging? George replied “Dam it, drain it, dredge it, and re-fill it.”

Mrs. Feth asked if when the waterfall pump stops working at night if the lights could be turned off. The timing of the lights is messed up. George Joe indicated that five different time clocks operate the pumps and lights, and that her suggestion would be worked on.

Tom Georgeoff asked if there was any thought to hiring two “maintenance people” to do all of the functions that we currently hire a number of folks to do, such as landscape maintenance. The answer was “No”.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Pam Fisher, Secretary