

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: April 20, 2015**

Call to Order

The meeting was called to order at 7:00 p.m.

Establishment of a Quorum

A quorum was met with three of the five board members present. In attendance were: Jim Holwood, Bob Gallagher, Andi Walker, and Property Manager Matt Chupalio. Absent were Sue Boyle and Joan Farb.

Approval of Minutes

A motion was made by Bob Gallagher and seconded by Jim Holwood to approve the February 16, 2015 meeting minutes. Board members voted and the motion was unanimously approved.

Financial Report

The February 2015 financial statements were found to accurately report the financial status and activity for Heather Wood I and were approved by the board members present.

Old Business

Future plantings along North Drive were tabled

Arborist estimate on 4 wooded common areas will be reviewed with Kaiser in the summer

Rules and regulations review and update has been tabled

The board agreed to continue the insurance policy for another year with State Farm. Matt will pay the annual invoice.

It was decided by the board not to revise the front lamp fixture policy rather to review ERB's as they are submitted and approve as long as there is consistency with the existing guidelines

Need to approve the new ERB form was not discussed. A decision will be made at the next meeting.

The property manager needs to advise on bank signature cards and will be resolved prior to the next meeting

Next meeting date is June 1st, 2015 at 7:00 p.m.

Meeting Adjourned at 8:00 p.m..

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: June 1, 2015**

Call to Order

The meeting was called to order at 7:00 p.m.

Establishment of a Quorum

A quorum was met with four of the board members present. In attendance were: Jim Holwood, Bob Gallagher, Andi Walker, and Joan Farb.

Appointment of a new Board Member

Jim Holwood introduced Jack Labarko who has volunteered to be a board member. Bob Gallagher nominated Jack and Joan Farb seconded the nomination. All board members were in favor. Jack is now a member until the fall elections.

First Service

Jim Holwood introduced Jim Magid, VP of First Service Lifestyle Division and Marianne Fine, First Service Newtown Grant representative who gave an update on the transition process from Penco Management to First Service. Hard copies of files will be transferred on June 11/12 by a third party and the third quarter statements are still on schedule to be mailed on June 15th. Requests for homeowner information as well as e-mail addresses are in process and greatly assist in homeowner notifications. In addition, Marianne will be located on site to answer homeowner questions and concerns and a 24/7 hotline will also be made available. The board looks forward to a great partnership with First Service and the community.

Approval of Minutes

A motion was made by Bob Gallagher and seconded by Joan Farb to approve the April 20,2015 meeting minutes. Board members voted and the motion was unanimously approved.

Financial Report

The March 2015 financial statements were found to accurately report the financial status and activity for Heather Wood I and were approved by the board members present.

Audit Report

The Heather Wood I financial audit for fiscal year ending 12/31/2014 along with the Auditors statement were found to be accurate and that the financial statements are fairly presented in conformity with U.S. GAAP. Jim Holwood will sign the representation letter and approve the auditor's invoice for payment.

Spring Walk Through

The spring walk through was conducted by Board Members as well as First Service representation on May 14, 19 and 20. It was decided that rather than cite everything needing attention at each property, we would send out a “friendly” reminder regarding such things as:

- Power Washing
- Chimney Caps rusting
- Painting of Attic vents, medallions, and starbursts
- Cracking driveways
- Weeds growing in brick pavers
- Routine Lawn Maintenance
- Trash Can removal

Our goal is to get home owners to repair these items with out being cited or fined by the board.

Other items requiring attention have been noted and letters will be sent to the homeowners with a timeline for repairs.

Old Business

Future plantings along North Drive. Marianne will get quote.

Arborist estimate on 2 wooded common areas will be quoted. (Marianne to ID Arborists, Behr??)

The board agreed to continue the insurance policy for another year with State Farm.

Marianne will get a quote on additional D/O insurance not covered by State Farm.

The new ERB form was discussed and approved. A copy will be posted to the web site.

Concrete slabs on North Drive need “shaving”. Marianne to get quote

Next meeting date is August 3rd, 2015 at 7:00 p.m.

Meeting Adjourned at 9 p.m.

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**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: October 5, 2015**

Call to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:05 p.m.

Establishment of a Quorum

A quorum was met with the five board members present. In attendance were: Jim Holwood, Jack Labarko, Bob Gallagher Andi Walker, and Joan Farb. Also Marianne Fein, HWI property manager was in attendance.

Public Attendance

Elleen Reed and Antoinette Wenger

Minutes

The board agreed that the August 1, 2015 minutes were read by email. Jack Labarko made a motion to approve them and Andi Walker seconded them. All present board members approved the minutes.

Election

Marianne Fein counted the proxies and ballots and there was a total of 18. Thus, the quorum (50% of 137 homeowners) was not met. A second election will need 35 votes for a 25% quorum. She will send an email blast with Jack Labarko's name added to the ballot. It was decided by the board that another election meeting will be held as soon as Marianne receives the quorum.

Financial Report

Jack Labarko made a motion to approve the financial report and Joan Farb seconded it. However, Jim Holwood said the approval should be pending on the \$600 Kaiser Landscaping overpayment. The contract calls for 9 payments of \$859 each and we were billed for \$1459.00 for the first payment.

2016 Budget

Since there were increases in Master Association, Management and insurance fees, Jim Holwood suggested that we shave off \$2000 from the snow removal expenses and \$1000 from debt and negotiate the % increase in Management fees in order to keep the Home Owner Association fees the same. Also, the Capital Reserve increase was discussed

Delinquencies:

First Service Residential will send out past due letters after October 15 for Association fees not received and First Service's Collection Agency will send out letters for accounts in arrears of \$250 or more.

Public Forum

Eileen Reed had a landscaping concern about a couple of the trees in the wooded area between 16 and 31 Cypress. They looked like they might fall and cause property damage. Marianne Fein will have an arborist look at them.

ERB

Shorten Compliance: As per Bob Gallagher 's suggestion, the board agreed that when a board member sees a violation that can be corrected in two weeks, he/she should email Marianne Fein (and CC board members) to notify the homeowner about the situation.

Roof Shingles: High Definition roof shingles will be accepted as a replacement shingle.

Marianne Fein suggested that we should be prepared in the future for solar panels and shingles since other clusters are looking into it

Bids for Correcting Grade for common area behind 34-44 Ebony Court:

Kaiser: \$1600 for 25 tons of soil- The board thought this solution would not solve the problem

Falcon Engineering: A bid \$950 to inspect and provide a solution.

Franc Environmental: Appointment for free estimate was cancelled due to rain and will be re-scheduled. He will also assess if the drainage is causing problems on homeowners property

Concrete Bids for 10 blocks: 2 near the basin on Sequoia Drive and 8 on North Drive in front of sign

Newtown Township offered the Master Board a deal on the permits. The Master Board will pay the initial \$95.00i permit for the first 20 ft. and the 4 clusters (managed by Marianne Fein) will pay 1.50 per ft for their replacement blocks. The Master Board has not agreed to it yet

Geneswki Masonry: \$275 per block

D&B: \$250 per block

Next meeting date: December 7th, 2015 at 7:00 p.m. at the clubhouse

Meeting Adjourned at 9:30 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: December 7, 2015**

Call to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:05 p.m.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Bob Gallagher Andi Walker and Joan Farb. Also Marianne Fein, HWI property manager attended

Public Attendance

Aman Mir

Minutes

The October 5, 2015 minutes were approved on the correction of \$2000 to be shaved off from the 2016 snow removal budget

Financial Report

The financial report was reviewed and approved by the board

New Business

ERB for 4 Ebony new roof : It was approved by Bob Gallagher

Spring treatment of Common Areas: Marianne Fein will get prices.

2015 Audit and Tax Contract: Jim Holwood signed contract with Frank J April CPA for the 2015 audit and taxes.

Old Business

Election

Marianne Fein said there was one additional proxy since the October election and we voted to finalize the election and reorganize the board for 2016. It was decided that Jim Holwood would be President and Treasurer, Andi Walker: Vice President, Joan Farb: Secretary and Jack Labarko: Member at Large. Also the board voted to create an Environmental Committee and Bob Gallagher was appointed to it.

Leaning tree in Woody Area on North Drive: Since the tree would not fall on private property, the board decided to let it be.

ERB: Township requested that we remove the word "Zoning" in from title Township Zoning Officer since the requested permits do not always involve zoning. Marianne Fein will correct the ERB on the Newtown Grant website and Joan Farb change the one on HWI site.

2016 meeting Schedule:

Monday, February 1, 2016

Monday, April 4, 2016

Monday, June 6, 2016

Monday, August 1, 2016

Monday, October 10, 2016 (October 3, 2016 is the Jewish New Year Holiday- Rosh Hashanah)

Monday, December 5, 2016

Update for Correcting Grade for common area behind 34-43 Ebony Court:

Management walked with Franc environmental in this area. Franc Environmental saw no sign of a drain problem. Although, the grass was wet and marshy, Franc said it could never be strong enough to move patio bricks or fence posts if they were installed properly. However, to alleviate the marshiness, the grade should be deepened. Marianne Fein will send a letter about these findings to 34 Ebony

Update on 2 blocks on Sequoia Drive at Retention Area: Management spoke to Denise Lager, Board President of Quail Creek. Denise said that she wasn't sure if that sidewalk was part of Quail Creek. Since the repair work will not be done until the spring it was decided to revisit the issue then.

Next meeting date: Feb 1, 2016 at 7:00 p.m. at the clubhouse

Meeting Adjourned at 9:15 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: February 1, 2016**

Call to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:05 p.m.

Establishment of a Quorum

A quorum was met with the 3 board members present. In attendance were: Jim Holwood, Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Minutes

The December 7, 2015 minutes were approved. Also, it was decided that the future minutes will be approved by email instead of waiting for the following meeting for approval

Financial Report

Management reported that \$50, 000 of the operating budget and \$15,000 from the capital reserves was put into cds. Also, there was a surplus of \$7793 in the operating budget at the end of 2015. In addition the board agreed to Jim Holwood's suggestion to budget snow removal over 4 months: January, February, November and December and approved the financial report, too.

New Business

Snow removal: Several homeowners complained that many homeowners did not clear their sidewalks, not all streets were not cleared for two lanes and snow was ploughed to corners creating piles of snow blocking visibility of traffic coming right and left of drivers. The board decided to have a letter sent to all homeowners stating that it was not only association rule to clear a three foot path after 24 hours of a snowfall

Spring Walk Through The board will discuss and finalize dates of the spring walk through at the April meeting.

% of Rental Properties: The board asked Management to check the % of rental properties FHA in Heather Wood I, FHA will only approve mortgages where the rentals are 10% or less.

Old Business

2016 meeting Schedule:

Monday, February 1, 2016

Monday, April 11, 2016 (Jim Holwood cannot attend on April 4,2016)

Monday, June 6, 2016

Monday, August 1, 2016

Monday, October 10, 2016 (October 3, 2016 is the Jewish New Year Holiday- Rosh Hashanah)

Monday, December 5, 2016

Update on 2 blocks on Sequoia Drive at Retention Area: Kaiser bills Quail Creek for the entire sidewalk in front of basin including the 2 blocks. The board decided that they will negotiate with the new board president of Quail Creek on the replacement of the blocks

Manager Vacation

March 21-25, 2016

FSR Holidays

President's Day – Monday, February 15, 2016

Memorial Day – Monday, May 30, 2016

Independence Day – Monday, July 4, 2016

Labor Day – Monday, September 5, 2016

Thanksgiving – November 24 & 25, 2016

Christmas – December 25 & 26, 2016

Next meeting date: April 11, 2016 at 7:00 p.m. at the clubhouse

Meeting Adjourned at 8:15 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: April 11, 2016**

Call to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:04 p.m.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Minutes

The February 1 minutes were approved by email and posted on the web.

Financial Report

The financial report was reviewed and approved. Jim noted that we have a surplus of over \$ 2000 In our budget. Management pointed out that we are earning interest on our reserve fund and should be pointed out homeowners, too. Also, Jim suggested that next year's meetings should be after the 15th of month in order that we have the previous month financials before the meeting for our perusal.

Old Business

Update on 2 blocks on Sequoia Drive at Retention Area: Management will reach out to the Quail Creek board since their president has moved

New Business

Insurance: Yearly renewal bill Insurance for the board members is due in June. Management will look at other companies for a better price.

Spring Walk Through:

The spring walk through is scheduled for Tuesday, May 10th and Thursday, May 12th at 1:00 PM The meeting place will Sequoia Drive and Tamarack. Marianne will send out a general letter about the spring walk through and it will include the Newtown Grant rules about children toys and play equipment left outside the home and repairs to cracks in driveways.

Correspondence

A homeowner complained that Jim Holwood is listed twice on the Board of Directors web page. It was corrected.

2016 meeting Schedule: Meetings begin at 7:00 PM

Monday, June 6, 2016

Monday, August 1, 2016

Monday, October 10, 2016

Monday, December 5, 2016

FSR Holidays

Memorial Day – Monday, May 30, 2016

Independence Day – Monday, July 4, 2016

Labor Day – Monday, September 5, 2016

Thanksgiving – November 24 & 25, 2016

Christmas – December 25 & 26, 2016

Manager Vacation

September 21 – September 27, 2016

Next meeting date: June 6, 2016 at 7:00 p.m. at the clubhouse

Meeting Adjourned at 8:52 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: August 1, 2016**

Call to Order

Jim Holwood, HWI HOA president called the meeting to order at 6:48 p.m.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Guests

33 Tamarack: Dev Somi
34 Tamarack Neighbor of Dev Somi
15 Tamarack: The parents of Gerald Haworth, Jr.

Minutes

The June 6, 2016 minutes were approved by email and posted on the web.

Financial Report

Financial Report: The Financial report was approved

Kaiser Invoices: Jim said that since the landscaping contract does say "mowing and trimming of the common area shall be done on a weekly basis unless otherwise directed by the client or the managing agent of the community". Since the contract calls for 26 cuts at a price of \$193.30 per cut, we should deduct that amount for each skipped mowing from the monthly invoice of \$877.97

2015 Audit: The only discrepancy was how the money for Capital Reserve was accrued and thus there was a shortage of \$135 in it. The accounting has been corrected and \$135 was transferred from the Operating Budget to the Capital Reserve.

Old Business

Rules and Regulation: Marianne will mail out to the homeowners the following new rules:

- 1-HD shingles will be added
- 2- Also Trees and shrubs will be replaced by same or similar kind and homeowners are responsible for maintaining their lawns and landscaping
- 3- Outdoor lighting –Colonial style lanterns of polished metallic finish no greater than 15 inches high and 8 inches wide

New Business

Kaiser Snow Removal Contract: Kaiser's snow removal contract will stay in effect until 2019

Sign Plantings: Joan got Cornell University's list of plants that deer do not eat and it was suggested that the new plants should be rabbit proof too. She will investigate that too and put together list of perennials and annuals that both animals do not eat.

Chimney Cap: Jack suggested that we recommend to homeowners a yearly chimney inspection/cleaning.

For an example, if rust is present on the cap it may be indicative of water damage between the chimney wall and the frame/plaster of the house. Management said that chimney should be inspected in the Fall and Spring.

Dead Trees on Common Property behind 34 Tamarack: The homeowner said that there were dead trees ready to fall behind her property on the common ground. Management said she will have an arborist look at them.

Annual Meeting: Marianne will send a letter out to the homeowners about the election for 3 seats on the board at the annual meeting on October 17, 2016

2016 meeting Schedule: Meetings begin at 7:00 PM
Monday, October 17, 2016
Monday, December 5, 2016

FSR Holidays

Labor Day – Monday, September 5, 2016
Thanksgiving – November 24 & 25, 2016
Christmas – December 25 & 26, 2016

Manager Vacation

September 21 – September 27, 2016

Next meeting date: October 17, 2016 at 7:00 p.m. at the clubhouse

Meeting Adjournment: The meeting adjourned at 9:30 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: Oct 17, 2016**

Call to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:01 p.m.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Guests

24 Cyprus Place
283 Sequoia Drive

Minutes

The August 1, 2016 minutes were approved by email and posted on the web.

Financial Report

Financial Report: The Financial report was approved

Old Business

Rules and Regulation: Management will mail out a letter to the homeowners the following new rules this month:

- 1-HD shingles will be added
 - 2- Also trees and shrubs will be replaced by same or similar kind and homeowners are responsible for maintaining their lawns and landscaping
 - 3- Outdoor lighting –Colonial style lanterns of polished metallic finish no greater than 15 inches high and 8 inches wide
- See New business for additional new rules

New Business

Rear Sliding and French Doors

It was decided that since the Rules and Regulations do not specify that the sliding and french doors in the rear of homes have to have white grids, homeowners will be given that option.

Storm door hardware: Since the board is allowing several finishes for outside lighting and the rules and regulations do not specify brass for storm door hardware the board decided to include the same choice of finishes for storm door hardware

These two changes will be included in the mail out with the other 3 new rules and regulations to the homeowners

2017 Meeting Schedule

The Bimonthly 7:00 PM meetings in the clubhouse will be the 4th Monday of the month except for Dec:

February 27

April 24

June 26

August 28

October 23

December 18

2016 Audit Contract

Jim signed the contract with Mr. April

2017 Budget

The Board agreed to keep the Homeowners Association Fee the same with Jim 's suggestion by moving money from over budget items such as snow removal to fund increased expenses like insurance

HWI Web Newsletter:

No increase in Homeowner Association fees in 2017!

Kaiser Bid-for soil and seed

The board thought it was unnecessary and thus declined the offer

2017 Spring Walk Through

Jim will review and streamline the Spring Walk Through

Elections

Since there was no quorum for the elections, Management will send out a letter to homeowners stating that the next board meeting on December 5, 2016 will have another vote with a reduced quorum of 25%

Suggestion for some trees/bushes behind Tamarack facing North Drive

Andi suggested that the board add some trees and/or bushes behind Tamarack facing North Drive. Jack suggested that the board should survey the neighbors.

30 Day Violation

The 30 day violation is listed in the Newtown Grant Master Documents and any change has to be approved by 67% of the homeowners. Thus if the board tries to shorten the time for some violations, there could be legal repercussions unless the change pertains to a safety or emergency issue

2016 meeting Schedule: Meetings begin at 7:00 PM

Monday, December 5, 2016

FSR Holidays

Thanksgiving – November 24 & 25, 2016

Christmas – December 25 & 26, 2016

Next meeting date: December 5, 2016 at 7:00 p.m. at the clubhouse

Meeting Adjournment: The meeting adjourned at 9:50 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: Dec 5, 2016**

Call to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:015 p.m.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Minutes

The October 17, 2016 minutes were approved by email and put in the minutes archive.

Website

The website was not updated by the webmaster due to an illness and death in his family. A new webmaster takes over in January 2017 and then the website will be updated.

Financial Report

Financial Report: The Financial report was approved

Old Business

Rules and Regulations: It is in word form and it was held up because Management had a question about black or white lighting and hardware should be allowed since it is present in the cluster. The Board decided that it would not be included in the new rules and homeowners could be cited in 2017 Spring Walk Through.

Landscaping behind Heather Wood I Sign: Management will ask Kaiser in the spring for a Landscaping proposal for trees, tall grasses etc. in the common area behind the Heather Wood I sign.

New Business

Election: The election was reconvened since the last election a quorum was not met. At this meeting it was still not met it. The board decided not to have additional election meetings in order to keep the board functioning to continue working for the association. The following is the reorganization of the board for 2017:

President and Treasurer: Jim Holwood

Vice President: Andi Walker

Secretary: Joan Farb

Member at Large: Jack Labarko

Member at Large: Vacancy

Correspondence

A thank you email from 5 Tamarack about the area around the grate being leveled off. Also Eileen Reed gave verbal positive feedback about the board to Joan

Manager Vacation

December 27-30, 2016

January 13,2017

April 17-21, 2017

September 21-29. 2017

2017 Meeting Schedule

The Bimonthly 7:00 PM meetings in the clubhouse will be the 4th Monday of the month except for Dec:

February 27

April 24

June 26

August 28

October 23

December 18

FSR Holidays

Christmas – December 25 & 26, 2016

Next meeting date: February 27, 2017 at 7:00 p.m. at the clubhouse

Meeting Adjournment: The meeting adjourned at 9:03 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: February 27, 2017**

Meeting Called to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:00 p.m.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Guests

2 Tamarack Court Homeowner
Bair Tree

Minutes

The December 5, 2016 minutes were approved by email and posted on web.

Financial Report

Financial Report: The Financial report was approved.

Operating Surplus: The board decided that since there is a surplus in the operating budget to reduce the quarterly association fee to \$120.00. As the Association expenses will rise as cost of normal business rises, the Board will slowly raise the Association fee while using the Operating Surplus as expenses dictate.

Old Business

Rules and Regulations

Vinyl fences: The board will put the wording of the Resolution for vinyl fences created a couple of years ago into the Rules and Regulations.

Seasonal Decorations- will use the following from Ravens Wood II : "Seasonal Decorations may not be displayed more than five (5) weeks prior to a holiday and must be removed no later than five (5) weeks following a holiday.

Basketball Nets: No portable basketball nets.

New Business

Spring Walk Through

The spring walk is scheduled for Wednesday, April 19, 2017 at 9:00 A.M. starting at Sequoia and Cypress. A letter will be sent out to homeowners before the walk through

Landscaping

New Landscaping Contract: Kaiser holds its prices, we will not go for other bids and have a new contract with them.

Tree Removal, etc.: Estimate to remove 5 dead trees, 2 hazard pruning of oaks, 1 crown reduction of one oak and 1 crown elevation of one beech in the common area

behind homes along Cypress: The Board agreed to keep the path cleared, the trees will be felled not toward the homes nor path and bucket truck will be used when safety is needed. The price will be \$2160

Manager Vacation

January 13, 2017

April 10-14, 2017

September 21-29, 2017

2017 Meeting Schedule

The Bimonthly 7:00 PM meetings in the clubhouse will be the 4th Monday of the month except for Dec and Oct

April 24

June 26

August 28

October 16

December 18

FSR Holiday

Memorial Day – May 29, 2017

Independence Day – July 4, 2017

Labor Day – September 4, 2017

Thanksgiving Holiday – November 23 – 24

Christmas – December 25, 2017

Next meeting date: April 24, 2017 at 7:00 p.m. at the clubhouse

Meeting Adjournment: The meeting adjourned at 9:03 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: April 24, 2017**

Meeting Called to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:00 p.m.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Minutes

The February 27, 2017 minutes were approved by email and posted on web.

Financial Report: The Financial report was approved.

Old Business

Landscaping behind the Heather Wood sign: Kaiser gave 2 options - both totaling \$985- (1) one 7-8 ft. Evergreen Magnolia, two Sky Pencil Holly and two tall ornamental grasses or (2) two 7-8 ft. Evergreen Magnolia and two tall ornamental grasses. The Board asked management to get additional quotes since they thought the prices were high.

New Business

Woodpeckers- Jim said he will check what products are available at Home Depot to deter woodpeckers from creating holes in the medallions

ERB Approval Letter- Management showed a sample of **the** ERB Approval Letter
Spring Backyard Walk Through: Scheduled Wednesday April 26, 9:00 AM, Meeting at North Drive and Sequoia Drive

Andi's questions on toys and white vinyl decks in Rules and Regulations; Toys should come in at night (sunset to sunrise) and the white vinyl decks is a mistake. It should be removed from the Rules and Regulations.

Manager Vacation

September 21-29. 2017

2017 Meeting Schedule

The Bimonthly 7:00 PM meetings in the clubhouse will be the 4th Monday of the month except for Dec and Oct

June 26

August 28

October 23- annual meeting and budget

December 18

FSR Holiday

Memorial Day – May 29, 2017

Independence Day – July 4, 2017

Labor Day – September 4, 2017

Thanksgiving Holiday – November 23 – 24

Christmas – December 25, 2017

Next meeting date: June 26, 2017 at 7:00 p.m. at the clubhouse

Meeting Adjournment: The meeting adjourned at 8:15 p.m.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: June 25, 2017**

Meeting Called to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:01 P.M.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Minutes

The April 24, 2017 minutes were approved by email and posted on web.

Financial Report: The Financial report was approved.

Old Business

Landscaping behind the Heather Wood sign:

The Board decided to get bids for bushes only instead of trees and bushes.

New Business

Woodpeckers- Management brought to the board's attention that woodpeckers feast on the insects such as the Emerald Ash Borer. Since there are many ash trees in the wooded area on Cypress and there has been woodpecker holes on Cypress medallions, the woodpeckers must be looking for the EABs. Thus, management will have an arborist look at the Ash trees

Spring Backyard Walk Through Follow up: Scheduled Thursday, June 29, 2017.

Directors and Officers insurance: State Farm renewed the insurance as same price as last year. However, the company will not renew next year unless all 14 clusters are insured by them and managed by the same property manager. This is probably not possible since Society Place wants to choose its own coverage. First Service found a D& O bid at \$1299 from Am Trust North America with Security National Co. as the insurance carrier. Management will use it for the 2018 budget since it is the lowest in the insurance market.

Street Trees: Since it can't be determined if the builder, Orleans planted street trees on every property, the board decided that it would not ask homeowners to plant a street tree if they do not have one.

Manager Vacation

September 21-29. 2017

2017 Meeting Schedule

The Bimonthly 7:00 PM meetings in the clubhouse will be the 4th Monday of the month except for December

August 28, 2017

October 23, 2017- annual meeting and budget

December 18, 2017

FSR Holidays

Independence Day – July 4, 2017

Labor Day – September 4, 2017

Thanksgiving Holiday – November 23 – 24

Christmas – December 25, 2017

Next meeting date: August 28, 2017 at 7:00 p.m. at the clubhouse

Meeting Adjournment: The meeting adjourned at 8:20 P.M.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: Aug 28, 2017**

Meeting Called to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:01 P.M.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Minutes

The June 25, 2017 minutes were approved will be posted on web.

Financial Report: The Financial report was approved.

Old Business

Landscaping behind the Heather Wood sign:

Management is getting competitive bids

Woodpeckers: Management is emailing Woodpecker control information

New Business

Reserve Study Update- Since the Reserve Study is 3 years old and a study should be done every 3-5 years, Management will put \$2350 for a Reserve Study in the 2018 budget.

Taxes and 2016 Audit - The taxes and 2016 audit were done and they have to be signed. The board president, Jim Holwood will sign them

Spring Backyard Walk Through Follow up: The board reviewed updates

Trees Behind 35 Tamarack Ct.: It was determined with board member, Andi Walker's help that the trees behind 35 Tamarack are on common area property and thus should be trimmed by the Association.

T & T Bid: \$125 for trimming small tree and \$195 for large tree overhanging the roof- total: \$ 320

Powell Tree Service: \$525 for both

Vinnie now works for now Powell Tree Service and he did work for us from another company. If he can match T & T bid we will go with Powell Update- Management spoke to Vinnie and he will match the T & T price

Manager Vacation

September 21-29. 2017

2017 Meeting Schedule

The Bimonthly 7:00 PM meetings in the clubhouse will be the 4th Monday of the month except for December

October 16, 2017- annual meeting and budget

December 18, 2017

FSR Holidays

Labor Day – September 4, 2017

Thanksgiving Holiday – November 23 – 24

Christmas – December 25, 2017

Next meeting date: October 16, 2017 at 7:00 p.m. at the clubhouse

Meeting Adjournment: The meeting adjourned at 9:00 P.M.

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date: Oct 16, 2017**

Meeting Called to Order

Jim Holwood, HWI HOA president called the meeting to order at 7:12 P.M.

Establishment of a Quorum

A quorum was met with the 4 board members present. In attendance were: Jim Holwood, Andi Walker and Jack Labarko and Joan Farb. Also Marianne Fein, HWI property manager attended

Guests

New homeowner, Greg Eggert attended

Minutes

The August, 2017 minutes were approved have been posted on web.

Financial Report: The Financial report was approved.

Old Business

Landscaping behind The Heather Wood I Sign- Two landscaping companies said the job was too small and Kaiser has not sent bid yet- Joan will check with Kirshner after Marianne emails specs
Woodpecker information will be sent by email

New Business

Annual Elections – Quorum not met – only 19 votes Management will send a reminder to homeowners who haven't voted to send their proxies. Will be recounted at next meeting
2018 Budget- No increase in association fees
Reserve Study
The two bids were received: one from The Falcon group \$2350 and DW Smith & Associates for \$1750. The Falcon group did the previous reserve study. Joan will review bids and Board will decide at next meeting
2017 Audit and Taxes- The price has not increased

Spring Backyard Walk Through Follow up: The board reviewed updates

2017 Meeting Schedule

The Bimonthly 7:00 PM meetings in the clubhouse will be the 4th Monday of the month except for December
December 18, 2017

FSR Holidays

Thanksgiving Holiday – November 23 – 24

Christmas – December 25, 2017

Next meeting date: December 18, 2017 at 7:00 p.m. at the clubhouse'

Meeting Adjournment: The meeting adjourned at 8:40 P.M.