

Woods of Glenmary Patio Homes
Board Meeting Minutes
19 May 2017

I. The meeting was called to order at 9:06 AM by Ron Van Dyke in the conference room at the Republic Bank of Fern Creek on Bardstown Road.

II. **Attendance:**

In attendance were Steve Carpenter, Roger Setters, Bill Davidson (present via speaker phone), Ron Van Dyke, Joel Dotson (present via speaker phone), Benny Drake, Jim Roney, Chet Blair, and Ben Adams (site manager). Doug Felkins was absent.

After each annual homeowners meeting the newly elected board is to select its officers for the upcoming year. Roger Setters made the motion to keep the same slate of officers for 2017-2018 as the previous year (President – Ron Van Dyke, Vice President – Doug Felkins, Treasurer – Jim Roney, Secretary – Joel Dotson). Bennie Drake seconded the motion. Motion passed without dissent.

III. **Minutes:**

(Setters agreed to record these minutes due to Joel Dodson's medical issue that limited his participation in this meeting to phone attendance.) The minutes of the April meeting had been sent out by email prior to this meeting, but still required updating. Also, the previously approved March minutes contained an error and would require an addendum. Dotson will reissue both sets of updated minutes by e-mail for Board review/approval.

IV. **Financial Report:**

Ben Adams provided the monthly financial report. Jim Roney reviewed the figures, and found them in order. Final billing for second (and last) roof replacement in 2017 was paid out in April. Preliminary work on 2018 budget will begin in October/November. Section reps need to understand budget process and watch for problems in their sections that should be accounted for in the new budget. There was a discussion on minimum financial reserve that should be maintained by WOG when working up annual budgeting (and setting association dues). Adams said in his experience 10% seemed to be a reasonable working target, but there is nothing specific on this point in law or the WOG articles of incorporation. WOG is in relatively good financial shape on this point. No roof is older than five (5) years and other existing infrastructure is in reasonably good condition. But it has been some time since WOG last had reserve needs analysis performed, and it may be time to contract for new one. Adams will provide the Board with info on timing and costs.

Ben Adams reported that a notice was sent from WOG legal counsel to 10427 Pine Glen Circle owner demanding payment of late association dues. At minimum WOG should get a payment plan offer from owner, if full payment of back dues and late fees is not immediately possible. Foreclosure is an option available to WOG Board, but will pursue this possibility only as a last resort.

There had been no further notice on status of bank foreclosure auction sale for 10605 Avenel. Adams will follow up with legal counsel to ascertain current status.

Steve Carpenter made motion to approve the financial report and Bennie Drake seconded. The motion passed.

V. Section Reports:

1. -8603 and 8608 Summertree report problems with their gutters.
-10611 Avenel wants additional curbing to fix a problem with mud runoff. Steve Carpenter to provide additional details to Ben Adams.
-8604 Summertree reports landscaping problem occurring at spot of previous sewer line repair by WOG. WOG will fix the problem, but this work will have to wait until fall season.
2. -10503 Parkhurst has two stumps in yard from trees that were cut down by WOG last year. The removed trees were not in original work plan WOG issued to contractor last year, but apparently they were removed at request of owner and prior Board rep for Section. WOG will remove stumps but A/L form will need to be submitted for any new plantings at that spot. Roger Setters will follow up with owner.
-8703 Meadow Spring has complained that USPS vehicles have “scuffed” the new pavement when turning around in driveway after mail delivery. No action by Board since this is just normal wear and tear associated with vehicle use of asphalt surface.
3. Nothing to report.
4. Nothing to report.
5. Nothing to report.
6. Nothing new to report. One mail box had been knocked over, but was repaired by Section reps.
7. Nothing new to report. Still awaiting submission of A/L form for proposed deck modification.
8. -A question on who is responsible for painting/repair/replacement of shutters. They are a WOG responsibility, but no painting is allowed. All shutters will be the standard black ones now in use.
-10243 Pine Glen Circle has problem cleaning the vinyl siding that is more than one story above ground. It cannot be reached with a regular ladder. Is this a WOG responsibility? Normally, cleaning the siding is an owner responsibility. But the Board will evaluate the issue.
-10305 Pine Glen Circle has proposed that WOG provide a dumpster in a common area for disposal of junk items. The board refused the request. Owners are allowed to dispose of one (1) large junk item a month using the existing trash collector (Waste Management). They do need to contact Waste Management in advance to arrange for a special pick up.
9. – A question on what is the schedule for grass cutting if it rains on the regular Thursday mowing date. There is no formal rain makeup date. The contractor cuts it at the next opportunity when the turf is dry enough to cut.
- 10339 Pine Glen Circle reports clogged gutters. This will be handled as part of regular maintenance of the gutters.
- 10337 Pine Glen Circle reports leaks in the door to the patio. This door was installed in a non-standard manner for the convenience of the owner,

which led to the current problem. The Board accepts no responsibility in this case.

-10321 Pine Glen Circle reports a landscaping problem associated the installation of a new light post. The Board will investigate.

-10327 Pine Glen Circle has a complaint about the appearance of the adjoining residential development; specifically that an outdoor trampoline is an eyesore. This is outside the Board's jurisdiction.

-10331 Pine Glen Circle claims that bushes need to be replaced. Board will investigate.

-10331 Pine Glen Circle believes that curbing is causing grass kill, and that there is standing water in the gutters. Board will investigate.

-10300 Pine Glen Circle reports a hole in the existing vinyl siding. Board will arrange for a repair.

-10401 Pine Glen Circle requested repair to cracks in sidewalks and patio. Investigation found that the existing cracks minimal in width and did not involve vertical displacement of the concrete (no tripping hazard). Board will take no action at this time.

-10409 Pine Glen Circle requested that his concrete patio be cleaned. No action by the Board as this is the responsibility of the property owner.

-10337 Pine Glen Circle reported blocked gutters; also, bad grass and invasive honeysuckle "strangling" the trees at the back of his property. Board will investigate.

VI. Committee Reports:

A. Landscaping:

1. A&L forms – A&L Form for fence at 10243 Pine Glen Circle had been approved and was submitted for the record. A&L Form for tree removal at 10251 Pine Glen Circle was submitted and approved. A&L Form for tree removal in a common area near 10227 Pine Glen Circle⁴ was submitted and approved.
2. Paving in Sections 1 & 2 complete. Paving on Broadwood Court and replacement of downspouts to be completed within a week. Placement of new concrete curbs will begin in next two weeks.
3. Motion to accept proposal submitted by Greenscape for revisions to the WOG entrance was made by Roger Setters and seconded by Chet Blair. Motion passed without dissent.
4. Greenscape is working on a proposal for a price to power seed lawns to be based on a minimum number of owners signing up for the service. If the work is approved, it will be done sometime in September.
5. Section Reps need to be gathering information on properties with lawn problems for evaluation by the Board.
6. Deck painting will start after 17 June. Ben Adams is soliciting bids for the painting of roof vents and pipes.
7. The latest repairs at Roberta Court have not fixed all of the water line problems; more leaks have been detected. Problem seems to be related to pinholes leaks in the originally installed copper water lines.
8. Contractor has this week started the annual gutter cleaning work.

9. Bush/tree trimming standards are set by the Board in coordination with the landscape contractor. A discussion of this issue will be included in the next newsletter.
10. The long time maintenance/handyman for WOG (Robert Price) has retired. Jim Roney made a motion that in the future WOG will use the contractors available through KY Realty for this type of work. Roger Setters seconded the motion, which was then passed without dissent.

B. Social:

- 17 homeowners attended the morning breakfast at Cracker Barrel on 16 May.

Block Watch:

- Steve Carpenter will assist in setting up the required interface with Louisville Metro Police Department, but that others will need to assume final permanent responsibility for receiving the training and operating the Block Watch group. This is a time intensive effort. Ron Van Dyke is still soliciting for volunteers.

VII. Old Business:

1. The Board has still yet to receive a response from the Metropolitan Sewer District (MSD) concerning WOG's challenge to the amount of the community drainage assessment fee originally proposed by MSD. The last e-mail from MSD on the issue was dated 07 February 2017. To date MSD has not formally billed WOG for this fee.

VIII. New Business:

1. Correspondence
 - 8715 Lough Drive sent a multipage hand written letter with concerning issues with lawn involving bad grass, mole infestation, and disturbance of lava rock landscaping borders. Ben Adams discussed the issues with owner prior to meeting. No further action required at this time.
 - 8600 Roberta Court has requested that in the future that the landscaping contractor not spray the fenced area of her property with lawn chemicals. She is concerned that it might harm her pet dog. The board suggested that she place a sign with this instruction on the fence door. Ben Adams will follow up with the owner.
 - As noted in the financial report section a letter was sent to the owner at 10427 Pine Glen Circle owner demanding payment of late association dues.
2. The Board has received nothing further from AT&T concerning the installation of new fiber optic cabling in all of the WOG structures. There have been scattered reports of work from residents, but no notices sent to either Ben Adams or Ron Van Dyke. Van Dyke will follow up with AT&T in an attempt to get more information on their plans and status.
3. The next Board meeting will be 16 June 2017

XI. Adjourned: Roger Setters made a motion to adjourn. Chet Blair seconded and Ron Van Dyke adjourned the meeting at 11:55 am.

Respectfully submitted:

Roger Setters (for Joel Dotson)