

English Meadows Property Owners Association (EMPOA)

Board of Directors Meeting

January 6, 2004 – 6:00pm

A. Called to order at 6:15pm by Veronica Davis.

B. Verification of Quorum. Present – Veronica Davis, Patti Amador, Nancy Case & David Harns. Excused – David Desrochers. Absent – Paul Pirrotta & Tammy Pearson

C. December 2 and December 12, 2003 minutes approved without change.

D. Time for guests to speak – no guest present.

E. Current Items of business

1. Update on Granger – They will bill us quarterly. Carts haven't been exchanged yet. Veronica will talk with Tammy and/or Granger and ask about the cart exchange and when customers should expect refunds for payments.
2. Update on Lake State Lawn Care – all set to mow in the spring.
3. Update on dues received – only 7 residences have not sent in their payment:
 - a. Penski at 5022 Haddon Hall
 - b. Pearson at 5046 Haddon Hall
 - c. Walker at 5029 Haddon Hall
 - d. Tanner at 1561 Groombridge
 - e. Ericks at 1574 Groombridge
 - f. Parsons at 1556 Groombridge
 - g. Ice at 1550 Groombridge

A reminder letter will be sent to these houses for dues payment. David Harns will draft letter to send to builders for their lots.

4. Budget Report – Nancy will email budget to board of directors by 1/15/04 for discussion and presentation at the February association meeting.
5. Enforcement of paying dues protocol – the following protocol was agreed to:
 - a. 1/15 letter offering grace period to the 1/22/04.
 - b. 1/25 letter will include the first late fee of \$25.
 - c. 2/10 registered letter will include the maximum late fee of \$38.70.
 - d. 3/1 registered letter will mention possible actions that the board will have to take to receive payment.
 - e. If needed, we will determine what to do if no payment by March 15.
6. Insurance/lawyers issue – It would cost \$500-\$600 for a lawyer to look through our paperwork. It was decided to wait at this point but to advise the association that it's a good idea to have rider coverage on your property for common areas. We will also look into posting "No Trespassing Signs" at the 3 entrances to the subdivisions.

F. New Business

1. Light bulbs out on the English Meadows sign – Chuck Case will take care of this when needed.

2. Mary Jacobs is concerned about the water in her backyard and wasn't sure what to do. The board recommends that she contact her builder.
3. Website is not updated. Veronica will work with David Desrochers to get the information updated. David Harns will email the first and second letters to the board for their records.
4. Complaint recorded that house at 1574 Groombridge is breaking the rules in section 4.6 of the covenant by storing a trailer in the driveway when they are only allowed in enclosed garages. The board will send a letter reminding them of the rules.
5. Landscaping has not been done to specifications at all houses. The board decided to remind everyone in the next letter about the specifications and not take any action until the spring.
6. Dog cleanup in the common areas. The board will remind everyone that the common areas is not a litter box.
7. Wishlist for the association is started:
 - a. Trees lining the subdivision to the east and to the south.
 - b. Playground equipment in the common areas.
8. Meeting place for February association meeting has to be changed. David Harns will contact Holt Public Schools. The agenda will include:
 - a. Presentation of the budget
 - b. Wishlist & the ability to add to it & have members express their interest in the various areas.
 - c. Volunteers
 - d. Insurance riders reminder
 - e. Lake State Lawn Care as the lawn and snow provider
 - f. Update Granger situation
 - g. Website information
 - h. Q & A and comment time

Will include reminder in letter.

G. The next board of directors meeting will follow the association meeting on February 3, 2004.

H. Adjournment – Motion made and carried to adjourn at 7:35pm.