

English Meadows Property Owners Association (EMPOA)

Board of Directors Meeting

October 7, 2003 – 5:30pm

- A. Meeting called to order at 5:45pm by Veronica Davis.
- B. Verification of Quorum – all 7 board members present.
- C. September 22, 2003 minutes approved without change.
- D. EMPOA dues

The following motion was made, seconded and carried:

Implement the following “*EMPOA Dues Plan*”, of which the final approval will be contingent on a financial review at our next meeting:

The assessment will be \$100 per address for all occupied residences. For lots that are recorded and available for sale but not occupied at the date of the yearly assessment, of which the first will be January 1, 2004, the assessment will be \$50 per address. In phase 4, if an address becomes occupied before July 1, 2004, the homeowner will have 30 days to pay the full \$100. If the address becomes occupied after July 1, 2004, the amount due will be \$50 for the remainder of the year. All dues will be for the upcoming year. Greiner Construction has begun the process of opening a bank account for EMPOA and will deposit \$200 start up funds. All dues are to be paid by January 1, 2004 or a late fee of \$25 per month will accrue.

This information will be communicated to the entire association in the board’s first letter to all members.

Questions to be answered at final approval of plan include cost of grass maintenance, pond up-keep, insurance, snow removal on community sidewalks, & how do we know when a house is officially occupied. David Harns will get this information from Rich Greiner.

- E. Open areas and lawn care

1. The following motion was made, seconded, and carried:

As Greiner Construction will be handling lawn maintenance through the end of the season, Tammy Pearson is charged with getting up to 6 bids, including the current company and any interested homeowners, for lawn care for next year. The bids will be for the entire mowing season and include all common areas except for the hardwood area behind the new phase 4. The homeowner’s bids will be solicited in our first letter to the members.

2. Paul Pirrotta will be responsible for the “Thin Ice” signs. He will get with Rich Greiner and put them up over the “Deep Water” signs for winter. He will remove them in the spring and store them during until the next winter.

F. Bulk services

The following motion was made, seconded, and carried:

Tammy Pearson will gather information from garbage companies, snow removal companies and lawn care services regarding any bulk discounts they might offer. Tammy will present that information to the board at the next meeting and if there are any discounts available, the board will make that known in our first letter to the members.

G. New Business

1. The following motion was made, seconded, and carried:

Patti Amador will head up the welcoming committee. This will include organizing volunteers to welcome new people to the neighborhood. It will also include organizing the directory for the association. In our initial letter, members will be allowed to remove themselves or some of their information from the directory or add their email address if they would like to. Also, David Desrochers will be responsible for setting up an EMPOA website and coordinating the electronic presentation of the Board’s minutes and email contacts among other things. The directory will not be online, only in print.

2. The following motion was made, seconded, and carried:

The following topics will be addressed in the initial letter to the members:

- “Everyone will do our part to make the neighborhood nice by maintaining our lawns and keeping our property to an standard of excellence.
- “If anyone has any issues or concerns, please feel free to contact us and attend a Board of Directors meeting. There will always be time for guests to address the Board.”
- Fire pit rules and reservation policy will be developed and published.

3. The following motion was made, seconded, and carried:

Letters will be sent to:

- Builders regarding keeping the job site clean and the neighborhood area to our standard of excellence.
- Delhi Township to introduce ourselves and inquire about the street sweeping.

4. The following items will be added to next meeting's agenda:
 - Neighborhood Watch
 - "Children at Play" signs
 - Social event planning

H. Schedule next meeting

The next 2 meetings are scheduled for the following times and places:

Tuesday, Nov. 4th at 5:30pm at Paul Pirrotta's house (1544 Groombridge).

Tuesday, Dec. 2nd at 5:30pm at David Desrochers' house (5058 Haddon Hall).

I. Adjournment – motion made, seconded, and carried to adjourn at 7:25pm.

Prepared by David Harns, secretary.