

**Torwood Homeowners Association**  
**Board Meeting**  
**January 22, 2013**  
**7:00 pm**

Present: Heather Singh, Paul Borger, Steve Ingram, Matt Gifford

Absent: Tina Munroe

**1. Assignment of Officers:**

Board positions were assigned with unanimous agreement and are as follows:

- President - Heather Singh
- Vice President - Paul Borger
- Treasurer - Steve Ingram
- Secretary - Matt Gifford
- Member-at-Large - Tina Munroe

**2. Financial Review:**

Review of financial status showed no unexpected expenditures. The association is required to have a periodic audit of the books conducted. An accounting firm has been selected and the final cost of the audit is still being negotiated. A letter of engagement will be delivered to the accounting firm to solidify the agreement and we are targeting May 2013 for the audit based on completion of the tax season and to insure all 2012 dues are processed.

**3. Dues Collection**

As of the board meeting, 111 dues have been collected with 42 still to collect. A letter will be sent out on February 1<sup>st</sup> as a reminder to those residents who have not yet sent dues in.

**4. Detention Pond Project:**

Currently the board is waiting on permits. MDEQ is expected to respond no later than March 1<sup>st</sup>. The contractor will schedule the work as soon as possible based on the weather and ground conditions once the permits are in place.

**5. Landscape and Architecture Committees:**

The landscape and architecture committees will be combined into one single committee. One member has elected to step down from the committee. The project review applications for the two committees are being combined into a single document.

**6. Bus Stops:**

A meeting has been scheduled with the Saline Schools Transportation Director to review current bus routes through Torwood. During the final stage of construction, over 40 new school-aged children have joined the neighborhood.

Meeting adjourned at 8:30 pm