

Torwood Homeowner's Association  
Board of Director's Meeting  
October 23, 2006  
7:00 PM

Members present: Chris Chapin, Julie Dils, Robin Rasor, Mary Tornquist, Jeff Wilkins

- I. Mailbox Report
  - a. Mary reported the number of single and double posts that were in phases I and II.
  - b. Robin will budget \$2,000 for painting and repair.
  
- II. Annual Meeting
  - a. Board members brainstormed agenda topics
  - b. Chris displayed his "Program Tracker" spreadsheet so board members could see what needed to be done in preparation for the meeting. This way, every task could be assigned to a specific member and tracked until it was completed.
  
- III. Sidewalk Status
  - a. Jeff will send a letter to the THA, informing them of the outcome of the discussion at the City Planning Commission meeting: the sidewalk will not go in as originally planned. Rather, the space between the houses will be maintained by the Association as common land and will remain an unpaved walkway.
  - b. Chris talked to Bob Therman about monetary reimbursement to the Association, in lieu of the sidewalk. He received a letter stating that Bob would pay the Association \$3,200 within one year's time.
  - c. Grading and seeding of the area between the houses facing Pembroke has already been done.
  
- IV. Financial Report
  - a. Robin handed out budget spreadsheets. She is still missing some information, but is close to completing the budget for next year.
  - b. Discussion about dues for next year. We may have to set dues at \$150 in order to cover costs.
  - c. We still need to collect some delinquent dues. Robin will send a form letter generated from the collection agency to delinquent homeowners.
  
- IV. Newsletter
  - a. Mary is in charge of generating the newsletter.
  - b. Will include notice of dues and policy regarding delinquencies.
  
- V. New Business  
Next meeting TBA  
Meeting adjourned at 9:00 PM

Respectfully submitted, Mary Tornquist, Secretary