

Torwood Homeowner's Association
Board of Director's Meeting
January 14, 2010
7:00 pm

This meeting was scheduled to provide a transition between the old slate of officers (Chris Chapin and Julie Dils) and the new slate (Paul Borger).

- 1) Present: Paul Borger, Chris Chapin, Julie Dils, Robin Rasor, Mary Tornquist, John Zemba

- 2) Neighborhood (watch) Committee: No chairperson has been designated.
 - ❖ No presentation at this time
 - ❖ Kathy Mahalick (volunteered at the annual meeting) will fill empty captain position
 - ❖ Mary T. will call Tony Caprarese about appointing a chairperson to head the committee

- 3) Architecture Committee
 - ❖ No presentation at this time
 - ❖ John Z. will contact Sonja Caprarese to confirm her involvement on the committee

- 4) Landscape Committee:
 - ❖ No presentation at this time
 - ❖ Chris C. will contact Wade Tornquist about future committee work (Wade volunteered to be on the committee)
 - ❖ Chris gave an update regarding the Torwood Landscape project (pine trees along Austin Road)
 - The City informed us that the project cannot move forward at this time, per Gary Roubal (City Superintendent/Engineer). He stated that Timberline Building had a landscape design for the front that used deciduous plants, and since we want to use evergreens, this constitutes a design change. Gary also informed us that the land in question - the strip between the Austin Road sidewalk and the Randy Hitchcock property line - is actually City property. We now have to get permission from the city Planning Commission and the City Council in order to proceed with our plan. Chris will fill out the necessary paperwork to apply for a deviation from the original plans.
 - Chris placed the plans to re-landscape the area on hold with Kevin's Landscaping. The HOA paid Kevin \$2,052.52 up front. Since Kevin had already ordered the trees, he returned \$552.52 to the HOA. We have 3 options to recover the remaining \$1,500: 1. allow Kevin to sell the trees; 2. hold the trees until spring, when we will (hopefully) be able to proceed; 3. sell the trees to Torwood residents
 - Chris will email Kevin and let him know that we hope to go with option #2 and plant in the spring

- ❖ Chris gave a budget summary and outlined the details of the finalized 3-year lawncare/snow removal contract with Kevin's Landscaping
 - we saved \$1,717, which was moved to the general maintenance category; could be used for mailbox post repairs, etc.
- ❖ John: Detention Pond Update
 - o is following up on details concerning the scheduled maintenance of the ponds and will advise the Board about whether the funds in reserve are on track for anticipated maintenance projects
 - o Bob Therman left the area before fulfilling his clean-up obligations. Gary Roubel noted the ponds were cleaned a few times by the city and shouldn't be an issue in the near future

5) Financials:

- ❖ Robin: Financials Overview
- ❖ 80/129 residents have paid dues
 - o 4 residents' dues accounts from 2009 have gone to collections
 - o Robin read a letter from the Ann Arbor Credit Bureau regarding pursuing legal actions against a former Torwood homeowner's outstanding debts. The Credit Bureau is awaiting our decision concerning this matter.
- ❖ Robin: Tax Return
 - o Looking into Dan Lord (CPA) to file return on behalf of the HOA
- ❖ Robin: HOA bank account
 - o Chris' name should be removed from account, replaced by one of the other current officers
- ❖ All: Determine officers' positions for the coming year
 - no decision made at this time
 - Mary will call a meeting for the near future to further discuss

6) Other Meeting Topics:

- ❖ Board: Discussion about lack of neighborhood involvement
 - o we need someone to fill a position on the Board - would be good to represent other areas of the subdivision
- ❖ Mary: Will send email to the neighborhood
 - o ask for volunteer to fill empty slot on Board
 - o ask for CPA recommendations to perform audit for Board financials
 - o inform homeowners about new 3-yr. contract with Kevin's Landscaping for mowing/snow removal
- ❖ Chris/Paul: Will try to take down holiday lights this weekend
- ❖ Storage of Christmas lights, wreaths and signs: John volunteered

❖ Website maintenance: John volunteered

❖ Julie: volunteered to publish neighborhood directory

Meeting adjourned at 8:30 pm