

Torwood Homeowners Association
Board Meeting
April 6th, 2011
7:00 pm

1. Present: Paul Borger, Steve Ingram, Tom Krisher, Heather Singh
Absent: John Zemba

2. Financials: Steve Ingram
 - \$1050 in outstanding dues
 - 7 homeowners have outstanding dues for 2011
 - Heather will mail certified letters to delinquent homeowners requesting payments by May 1st or their accounts will be turned over to the collection agency
 - a 3% late fee has been applied to those accounts outstanding as of April 1st, 2011
 - One homeowner appears to owe dues for 2009, 2010, and 2011. Steve is investigating further to verify amount owed and options for collection
 - Steve would like to take up the issue of the dues invoice and due date at a future meeting
 - Steve would like to open a Torwood Homeowners Association credit card to pay for Yahoo! online account
 - a small credit limit will minimize our liability in case of fraud or theft
 - a credit card instead of a debit card will protect our bank accounts in case of fraud or theft
 - the board approved Steve's proposal to open a credit account in the name of the Torwood Homeowners Association
 - Steve is writing checks to Kevin's Landscaping for landscaping work along Austin Rd

3. Landscape Committee: Chris Chapman in absentia via Paul Borger
 - Chris is working on creating a formal letter to homeowners of newly constructed homes to inform them of the need to submit plans for landscaping design and completion
 - The owners of Lot 113 on Castlebury have submitted plans and the plans have been approved
 - Steve has begun taking steps to approach area lawn and garden stores to inquire about group pricing discounts when purchasing trees and/or mulch in bulk
 - Paul will ask Chris whether Kevin's Landscaping will again be offering discounts on mulch

4. New Business
 - Annual Spring Clean Up
 - Heather will organize event to take place on May 7th, 2011
 - Paul will ask Danny Veri if the trash collected may be placed in his dumpsters
 - Heather will send out email broadcasts informing homeowners of University of Michigan e-waste collection event and the annual aerating/dethatch weekend organized outside of his board duties by Paul Borger
 - Issues on hold
 - selected-cut timber survey
 - mailbox composite posts
 - Property line survey to manage encroachments onto easements/St. Andrews

- property/Open Space areas owned by the Torwood Homeowners Association
- Construction Activity
 - Lot 110 was sold. Plans for a 2030 sq. ft. house were approved by the board
 - Lot 124 was sold. Plans for a 2400 sq. ft. house were not approved pending an investigation into the relocation of a drainage line on the rear of the property and certification by the City of Saline of the proper building envelope for that lot
 - Lot 123 was submitted as an 1840 sq. ft. spec house. Plans were not approved pending an investigation into the relocation of a drainage line on the rear of the property and certification by the City of Saline of the proper building envelope for that lot
 - Lots 120 through 124
 - Danny Veri of Livonia Builders has approached the board with a request to move a buried drainage pipe which is located at the rear of the above lots and connected to the City of Saline's storm sewer under Castlebury
 - part of the request is to change the parameters of a variable surface drainage easement at the rear of the lots that falls under the responsibility of the Torwood Homeowners Association
 - Paul will ask Mr. Frankena, the lawyer who developed Torwood's By-Laws and is advising Danny Veri, to clarify the issue of who has control over the designation, creation, verification and modification of building envelopes in order to determine whether building envelopes are arbitrary
 - the board is seeking to discover what drives the placement of the rear building envelope
 - the board is seeking to determine whether or not any revisions have been made to the Master Deed after October 29th, 2002
 - the board is seeking to discover if trees can be removed from a variable surface drainage easement
 - the board will determine whether or not the site plans Danny Veri is using have been approved by the county

Meeting adjourned at 10:30 PM