

Torwood Homeowners Association
Board Meeting
January 19th, 2012
7:00 pm

1. Present: Paul Borger, Steve Ingram, Tom Krisher, Heather Singh, John Zemba
2. Financials: Steve Ingram
 - \$150 in outstanding dues for 2011 - 1 homeowner has outstanding dues for 2011
 - approximately 60% of 2012 dues have already being collected
3. Landscape Committee:
 - Board was notified one member of the Landscaping Committee will be leaving Torwood in the next few months. Board will send out a request for volunteers to join the committee and fill the open position
4. Old Business
 - Assignment of Officer Positions – All Board members voted in favor of filling the board positions with the following people:
 - President – Heather Singh
 - Vice-President – Paul Borger
 - Treasurer – Steve Ingram
 - Secretary – Tom Krisher
 - Member-at-Large – John Zemba
 - Maintenance of Torwood Common Space
 - Due to the wet and unseasonably warm weather of the 2011-2012 winter and out of a desire to minimize impact to the common areas, the Board agreed to postpone maintenance of the common space until such time as more optimal conditions are present
 - Board discussed the possibility of holding a meeting and association-wide advisory vote on a common space maintenance plan in the spring of 2012
 - Steve will be contacting an arborist to determine the cost to the Association of removing dead and dying trees on the common space
 - Heather and Steve will continue to work together to draft an informational letter to residents
 - Retention Ponds
 - Board agreed to begin researching and assessing the procedures involved with performing the necessary maintenance of the retention ponds
 - John has a list of companies that perform retention pond maintenance
 - Tom will begin to compile an estimate of expenses and time frames involved with completing a retention pond maintenance project
 - Drainage behind Lot 127 – the Board will schedule a walk behind Lot 127 when there is no snow on the ground to get an updated assessment of the drainage at the rear of the lot
 - St. Andrews Church – the Board has not had any updates from any representatives of St. Andrews
 - Mailboxes
 - Board members have noticed that many of the mailboxes within Torwood are in need of rehabilitation
 - Several options exist for the placement of metal or composite guards around the base of the mailbox post to prevent wear from lawn and garden equipment

- Board would like to further evaluate the costs involved with upgrading the posts and discussed the possibility of taking bids from more sources for the construction and maintenance of the posts
- Board also discussed the possibility of purchasing reflective house numbers to be placed on the posts as a safety feature, for the houses to be more easily identifiable at night

5. New Business

- Grading behind Lots 108 and 109
 - Board received paperwork from Washtenaw County that needs to be reviewed and approved by the Board before Livonia Builders can begin grading work on the hill behind Lots 108 and 109
 - Board received a proposal from Kevin's Landscaping regarding landscaping recommendations for the slope on THA common land which will be the result of the final grading
 - Livonia Builders has proposed the slope will begin at the THA property line at the rear of Lots 108 and 109
 - The grading will require placement of a drainage swale at the rear of the lots. Board will require Livonia Builders create a drainage easement on these lots and assume all expenses related to altering the Master Deed to reflect such changes
 - Board noted the soil conditions on the slope are very sandy
 - Board will review the placement of the property stakes and stakes demarcating the position of the slope before proceeding
 - Board recommends requiring Livonia Builders obtain a surety bond before proceeding with the grading
 - Board will also require a warranty on the landscaping
- Directory
 - Board would like to release an email broadcast asking residents what type of information and services the association members would like to see in a Torwood directory
 - Board would like to release a directory in the most secure possible manner with the least amount of cost to the Association
- Garage Sale
 - Board discussed the possibility of coordinating Torwood's annual garage sale with neighboring developments
 - Board will release an email broadcast asking for a THA member to help organize the event
- Spring Clean Up – Heather volunteered to organize the 2012 Spring Clean Up
- Public Relations – Paul expressed a desire to reach out to the greater community with news of Torwood's success as a subdivision and as a desirable place to live as an extension of Saline's notoriety as one of the Best Places to Live in America
- Final house plans
 - House plans for the 4 remaining undeveloped lots were submitted by Livonia Builders
 - Plans for Lots 108, 109 and 125 were reviewed and approved
 - The plan for Lot 112 was reviewed and is pending approval after concerns with the floor height and drainage were raised and will need to be further investigated

Meeting adjourned at 9:00 PM