



MEETING AGENDA/MINUTES

Date: October 12, 2008
From: Crooked Tree Community Association
Purpose: Board of Trustees Meeting

Jerri Van Voorhis, Ken Michel,
 Jason Parigen, Allen Messer, Bryan Hogan

Meeting Attendees

ACTION ITEMS

| Item | Assigned To | Follow-Up Date |
|---|---------------|-------------------|
| Send Golf Course Letter Regarding Signage | Hogan | ASAP |
| Send Letter Requesting Opening to Park for Crooked Tree Residents | Hogan | ASAP |
| Look Into HOA/COA Web Sites Options for Additional Functionality | Hogan | ASAP |
| Finalize Draft 2009 Budget | Jerri / Hogan | ASAP |
| Coordinate Tax Filing | Jerri | ASAP |
| Coordinate Web Site Updates | Jerri | ASAP |
| Follow-up with Brickman on Viburnum Issue (Brickman must resolve issue) | Allen | ASAP |
| Schedule an Back's Tree Service to Look at Troubled Common Area Trees | Allen | ASAP |
| Get Quote for Landscaping Around the Pond | Allen | ASAP |
| Coordinate Fix of Common Area Drainage Issue | Allen | ASAP |
| Coordinate Removal of Remaining Dead Trees at Each Entrance | Allen | ASAP |
| Have Goose Control Lights Installed in Early Spring | Allen | Early Spring 2009 |

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Scheduled Next Board Meeting (2009 Budget, Schedule Annual Meeting, Etc.)

- December 7, 2007 – 7pm (Ken's @ 5069 Tinewood)

Reviewed Prior Meeting Action Items

- Contact CPA to Confirm Tax Status Done (tax filing is required)
- Send Write-Up on Geese Control Test Done
- Transfer 2007 & 2008 Funds from Primary to Reserve Account Done
- Update CrookedTreeCA.org with Meeting Minutes & Updated Board Info In-Process
- Follow-up with Decktechs to Resolve Bridge Stain/Seal Issue Done
- Look into Drees Resolving Drainage Issue in Common Area Done (our responsibility)
- Look into Drees Resolving Grass Issues Around Pond Done (our responsibility)
- Confirm that x50 Flats of Summer Flowers Were Installed Done (Brickman will make up)
- Work with Brickman on Resolving Viburnum Issue In-Process (see Action Items)
- Follow-up with Jones Regarding the Test Goose Control Light In-Process (see below)
- Finalize & Send Homeowners Letter Done

Landscaping Update from Allen

- Geese Control Light
 - The loaner was actually a rental.
 - Made decision to hold off until early spring to resolve the goose problem.
- Brickman Mowing Schappacher Lawn (3728 Woodburne)
 - Should be resolved
- Pond Wall Unit Cap Repair
 - Work is in-progress
- Dead Trees Left to Remove
 - Heartwood Oak
 - Heartwood Cotoneaster
- Resolve topsoil & seeding around the pond
 - Will have Brickman provide quote for landscaping & benches around the pond (vs. seed/sod)
- Repair drainage issue in common area off of Mason-Montgomery entrance behind Jerri's house
 - Reviewed two options:
 - Fill/repair/reseed (over \$2k)



- Install drain tile (\$1,056) – Approved (see Action Items)

Financial Update from Jerri

- Checking = \$17,878.54
- Reserve = \$12,431.67
- All Other Homes Dues Are Paid

Reviewed Tax Filing Requirements

- Jerri coordinating with accountant

Other Items Reviewed

- Noted Recent Complaint Regarding Golf Course Sign on Mason-Montgomery
 - Golf course responsibility – The board will send them a letter.
- Board Roles & Responsibilities
 - Allen – Landscaping Issues, Pond Maintenance, etc.
 - Jerri – Finance, Billing, Accounting
 - Jason – Meeting Minutes, Mailings, etc.
 - Bryan – Facilitate Meetings, Coordinate Resolution of Homeowner Recommendations/Issues/Complaints
 - Ken – Special Assignments
- Neighborhood Newsletter
 - Agreed to look for a volunteer at 2009 annual meeting.
- Entrance to Park for Crook Tree Residence
 - The board will send a letter to Warren County, City of Mason, and Deerfield Township Requesting a Cross-Over / Entrance (see Action Items)
- Web Site Update Requests
 - Will Add:
 - Board Member Information
 - Board Meeting Minutes
 - Agreed to Look for Other Web Site Solution For:
 - Neighborhood Directory
 - Babysitter Information
 - For Sales / Wanted to Buy

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