

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 12, 2012**

BOARD MEMBERS

Scott Smithwick	President
Vacant	Vice President
Ken Sweezey	Secretary/Treasurer
Carl Middione	Assistant Treasurer
Brian Finerty	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Maryalice Heim	Landscape Committee
3 owners	

ITEM I – Open Forum

Any items discussed that require action by the Board will be placed on the agenda for the following Board meeting, unless determined to be a safety or structural issue that needs immediate attention.

ITEM II – Call to Order, Board Resignation

- A. Scott Smithwick called the Board of Directors meeting to order at 6:55PM.
- B. The Board accepted the resignation of Nicole Marie from the Board and will notify the membership of the vacancy in the newsletter.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the May 8, 2012 Board of Directors meeting.

ITEM IV - Committee Reports

- A. Landscape
 - 1. The Board passed motions approving landscape upgrade proposals from Medallion totaling \$535.00.
 - 2. The Board reviewed the minutes from the May 16, 2012 committee meeting.
 - 3. Maryalice Heim reported that the annual tree inspection by Nathan Lewis will take place soon. The Board discussed notifying nearby owners of upcoming tree removals by posting notices on the trees prior to the removal.
 - 4. The Board asked management to send them a copy of the current Medallion Landscaping contract for review.
- B. Architectural
 - 1. The Board reviewed architectural related correspondence for the past 30 days.
 - 2. Ken Sweezey presented updated architectural guidelines for screen doors that include information on where to purchase approved screen doors. The Board passed a motion approving the updated guidelines.
 - 3. The Board held a number of architectural rules violations hearings in executive session.

C. Parking

No report.

D. Social

The Spring Fling Social with light refreshments, wine, and appetizers was held on June 3 from 2 to 5 pm at the Club House. The social was well attended with several residents winning door prizes.

E. Clubhouse/Pool

The Board asked management to schedule a meeting with Anne Cefulo Designs to review her proposal for remodeling the restrooms at both pools.

F. Website

No report.

ITEM V - Treasurer's Report – Financial Statement for period ending May 31, 2012.

- A. The Board of Directors reviewed the current reconciliations and account statements (unaudited) of the Association's operating and expense accounts for the month, the operating and reserve revenues and expenses compared to the current year's budget, as well as the income and expense statement of the Association's operating and reserve accounts.

	<u>May</u>	<u>Year-to-Date</u>
Income(\$)	108,478.26	544,492.63
*Expense(\$)	113,980.54	561,178.22
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):		2,619,747.31
**Reserve Expenditures Year to Date(\$):		102,434.64
Reserve Fund Balance(\$):	2,560,664.58	(includes \$425,000.00 in EQ fund)

B. Reserve Fund Investments

Ken Swezey and Carl Middione updated the Board on the status of the current reserve account investments.

C. Aging Report

The Board will go into executive session at the conclusion of the open Board meeting to review and discuss assessment collection issues.

ITEM VI - Association Manager's Report

- A. Action Item List – The Board reviewed the action list since the previous meeting.

- B. Correspondence – The Board reviewed correspondence since the previous meeting.

1. The Board reviewed a written complaint about tannin stains coming through fences on Ashmeade Ct. The Board agreed that no action should be taken because the fences will be repainted in 2013.

2. The Board reviewed a written suggestion to provide security with an association cell phone. The Board agreed to take this suggestion under advisement.
3. A motion made by Ken Swezey and seconded by Carl Middione to reimburse an owner half the tow fee resulting from the towing of a vehicle during the slurry seal project failed, with Scott Smithwick and Brian Finerty dissenting. The dissenting Board members felt the association provided sufficient notification prior to the project.
4. The Board reviewed a request to add the prohibition of the use of tennis ball machines on the tennis courts to the existing tennis court rules. The Board agreed to draft an amendment to the tennis court rules for review during the next Board meeting.

ITEM VII - Old Business

A. Security Patrol Report

1. The Board reviewed the May, 2012 security report.

ITEM VIII - New Business

A. Comerica Bank ACH Agreement

The Board passed a motion approving an ACH agreement with Comerica Bank that will enable the association to offer on-line check writing for paying the monthly assessments.

B. Newsletter

Ken Swezey reviewed the June Newsletter with the Board.

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:50PM. The Board went into executive session to discuss assessment collection issues and hold rules violations hearings. The next Board meeting will take place on July 10, 2012.

Approved as submitted