

Castle Cove Homeowner Association Board Meeting

January 10, 2011, Lawrence Library, 6:00pm

Attendees:

Board Members: Marie Wright, Jay Bobian, Tom Stephenson, Jessica Gallagher, Frank Borelli, Ron Sans, Maury Lathrop, Richard Havlin, Tim Scofield

Residents: Larry and Lana Jordan, Ruth Ann Stephenson, Linda Dernier, Audrey Neucks

October 19, 2010 Minutes were approved with the following corrections:

“At IMPD’s suggestion, Jay encouraged homeowners to call the non-emergency phone number...”

Nominating Committee – Jay Bobian.

The Board reviewed the survey to be sent to the general membership...

Treasurer’s Report

Bank Balances:

Checking:	\$ 3,126.18
Savings:	24,718.55
MM Savings (reserve)	50,209.15
TOTAL:	\$78,053.88

A motion was made and approved to move \$10K of the \$24K in savings to the reserve fund. Added to that will be \$7,000 from the Tennis budget and \$3,000 contingency for a total of \$70,000 in the reserve account for Tennis and Revitalization. \$14,000 remains for emergencies.

Dues remain the same for 2011 at \$378.

There were six home closings in 2010.

Quotes are being obtained for processing the life guards’ payroll and related taxes and reports. This will cost approximately \$500 annually and will be covered by the pool management budget which has only used 90% of the budget for the last 4 years leaving a balance of \$2000-\$4000 unused.

There was discussion about maintaining a contingency reserve account with a minimum of \$15,000. Discussion was tabled to allow time to determine appropriate wording and process about the funds.

The treasurer’s report was approved.

Election of Officers:

Jay Bobian proposed some changes regarding how the board works together, such as sending committee reports prior to each board meeting to allow more meeting time to focus on current projects that need the most attention.

President Nominees: Jay Bobian, Marie Wright. Votes were by secret written ballot. Marie re-elected president.

Vice-President Nominees: Jay Bobian was the only nominee and remains vice-president.

Secretary Nominees: Tom Stephenson. He will take on the role of secretary in addition to his treasurer role – this is allowed according to our covenants. This does not imply that in the future the two roles are combined.

Treasurer Nominees: Tom Stephenson will remain as Treasurer.

As outgoing board members, Audrey Neucks and Lana Jordan spoke giving thanks to the board and encouragement for the year ahead.

Revitalization Survey

A survey was sent to all residents and Frank Borelli presented the results. The survey was sent by email, newsletter, and presented at the annual meeting, but the response rate was low at this time. Fifty-two surveys were returned (of 217). The survey did not include an option to not update tennis courts – yet 15 people gave this response. The survey results document is attached to the minutes.

After review of our shelter house with a builder, it was determined that it is neither feasible nor cost effective to convert our shelter into a year-round clubhouse. Frank will get more information about building an entire new building with food preparation area and bathrooms.

Committee Reports – Tom Stephenson is documenting the chairperson and membership of each committee as the report is given.

Architectural Improvement – Frank Borelli — No activity to report

Common Grounds – Marie Wright

Three proposals for parking lot repair, sealing and restriping have been obtained. The work was intended to be done in the spring. Panyard, Young, and Harding submitted the proposals which will be updated in the spring. Range is \$1100 to

\$1300. A suggestion was made to ask whichever company is selected for tennis court project to also give us an estimate for the parking lot (as part of the tennis court replacement/repair). It was agreed to wait for the tennis court(s) to be complete before resurfacing the parking lot so as not to damage the parking lot during the project. The tennis court(s) will most likely be replaced in the fall 2011.

Ruth Ann Stephenson met with Allisonville Nursery regarding plans for landscaping both entrances, including removing the dead bushes. The plans will be reviewed and altered to reduce the amount of plantings. Once plans are finalized, additional quotes will be obtained from other nurseries for the same project.

Compliance – Rich Havlin

No major problems. Ladders and trash cans should be stored out of sight. Trailers sitting in driveways need to be moved. Neighbors have expressed concern about a house with deteriorating siding on the back that will be looked into. Mailboxes should be in good repair. The type and size for our neighborhood can be found at Sullivan's Hardware. Homes need to repair rotten siding.

Crime Watch – Jay Bobian — No major activity to report. Solicitors continue to work in the neighborhood.

Garage Sale – No report

Lake Committee – Ron Sans — No activity to report.

Newsletter – Ruth Ann Stephenson

Next newsletter will include minutes from the Annual Meeting with committee summaries and updated board member list.

Nominating – Jay Bobian — No activity to report.

Pool – Tim Scofield

Offer letters will be sent to lifeguards soon (February/March). New lifeguards have expressed interest in the job. We will employ roughly five lifeguards.

Access system to pool is still under discussion. Who should "own" the project, which doors and gates should be included, should tennis courts be included, etc.? We need to look at justification and reason, what are we trying to accomplish and at what cost? Do we want to control access to pool, control access to unattended tennis courts, and/or allow access to restrooms during off-pool hours?

Tennis – Maury Lathrop and Larry Jordan

Two separate committees are recommended – Tennis and Revitalization. A motion was made to separate the committees into Tennis and Revitalization. Motion was seconded and approved. Committee descriptions will be updated to reflect responsibilities.

Tennis committee will take responsibility of tennis courts – nets, wind screen, rules, scheduling. Committee was expanded to five members – Larry Jordan, Greg Bond, Doug Reichl, Ken Massey, and Maury Lathrop.

Committee is talking to three previous vendors and Harding about redoing the courts. Another report from the committee will not be available until the April Board meeting.

A request was made to include the survey summary in the next newsletter.

Revitalization – Frank Borelli

Several new members were added for a total of six. Time was spent going over the survey results. The issue of the tennis courts must be resolved before proceeding with other items. This committee is waiting for Tennis Committee cost results to determine its budget. Committee has recommendations for shade at the pool, picnic tables, benches and other items and would like to make a recommendation at the March board meeting.

Website – Ruth Ann Stephenson

2011 Board members, officers and Committees will be updated on the website.

A new directory will be emailed to all residents soon. If a resident has requested their phone or email to be unlisted, we have respected that request (even though we maintain that confidential information). It was agreed the directory should not be on the website. A request was made to include a notice on the directory email stating that the directory is for private use.

Bylaws are not currently on the website. Audrey will email Ruth Ann the bylaws so they can be added.

Welcome – Marie Wright

There are possibly three new residents that we need to welcome. Marie will give Tom the addresses to verify.

Old Business –

Gutter on shelter house will be discussed at another meeting along with video surveillance system.

New Business –

Most committee reports can be sent via email prior to each Board meeting. At future meetings, the Board will discuss the most pertinent updates.

A recommendation was made to possibly use a tape recorder to help with minutes for each board meeting.

Next meeting is March 21 at Lawrence Library at 6pm. Committee reports are due to Tom Stephenson by March 14.

Meeting adjourned.

Respectfully Submitted,
Audrey Neucks