

Castle Cove Board Meeting
March 21, 2011 at the Library on Hague Road

NOTE: *In order to make the Board Meetings more productive, a new process is being used where Committee Reports are emailed to all Board members prior to the Board meeting for review. These minutes incorporate highlights of those notes as well as discussion and decisions made at the Board meeting. Written reports are not included in their entirety due to their length.*

Attendees –

Board Members: Jay Bobian, Frank Borelli, Jessica Gallagher, Rich Havlin, Ron Sans, Tom Stephenson, Marie Wright (Absent: Maury Lathrop & Tim Scofield)

Residents: Carrie Barger, Mike Barger, Sherry Havlin, Lana Jordan, Jim Lindgren, Ken Massey, Terry Mudgett, Ruth Ann Stephenson, Marc Theising,

Since non-board residents were in attendance, everyone introduced themselves and residents' concerns were addressed prior to proceeding with the business part of the meeting.

The meeting was called to order at 6:04 pm by President Marie Wright

Terry Mudgett – 8131 Lake Pt Way brought up some issues: 1) a continuing issue with a neighbor's barking dog. She talked with owner 2 yrs ago and called animal control who said they would talk to the owners regarding nuisance dogs. (This is an animal control issue). 2) A resident's son parks his car on the road continually and permanently. She's talked to them. Rich Havlin (Compliance Committee) said he has talked to them and he will again. 3) Homeowners whose houses back up to brick wall on 82nd Street should trim the bushes hanging over wall. 4) Signs for lost animals need to come down in a reasonable time period.

Marc Theising – reported his lawn was damaged by the snowplows and he would like it to be repaired. Marc was told to call Ski and they will take care of it.

Secretary's Report – Tom Stephenson

Minutes from the January meeting were approved

Treasurer's Report – Tom Stephenson

Bank Balances – as of March 18:

- Checking: \$16,286.73
- Savings: \$39,697.62
- Reserve: \$70,233.58
 - \$10,000 was transferred from Savings to the Reserve account as decided at the January Board meeting.
 - \$7,000 from the Tennis budget and the \$3,000 contingency was added to the reserve account.
- Total: \$126,217.93

2011 Dues – \$56,522 has been received so far, 69%.

Home Closings – None so far this year, one home is pending

Past Due Dues Collections – One past due account was paid in full (\$119.19). There are 3 outstanding accounts, one of which owes from years 2005, 2007, 2008, 2009 & 2010. Last October our attorney recommended we file a lien foreclosure on this home to motivate the owners to bring their dues current. This process gives a homeowner 12 months to pay all unpaid dues. If not paid within the 12 months, a lien foreclosure is placed on the home and it is sold at Sheriff's auction. After discussion, a motion was made and approved to proceed with the lien foreclosure on this property and to have our attorney first send a letter to the homeowner giving him 60 days notice of intention to file the lien foreclosure.

Payroll – Estimates were obtained from 3 Payroll companies to handle the lifeguard payroll and corresponding taxes and reports. Freeman Enterprises, used since last fall, is the least expensive at \$466.50/yr. Kristel's was \$595.90 and Paychex was \$628.50. A motion was made and passed to continue with Freeman.

Vandalism – the signs put up on Springwater Drive and Castle Lake Road reminding residents to pay their dues were stolen. As a result, Tom S. bought cable locks for our A-frame signs.

Treasurer's report was approved.

Committee Reports:

Architectural Improvement - Frank Borelli

A new resident asked a question about a fence, but no other activity reported.

Common Grounds - Marie Wright/Ruth Ann Stephenson – Ruth Ann is obtaining estimates from landscapers for new landscaping at both entrances to the neighborhood. We are concentrating on the East side of both entrances but will also have the West sides cleaned up and mulched. The goal is to have both entrances welcome residents and guests to our neighborhood by appearing well maintained with attractive landscaping that is hardy and easy to maintain. We want to include some perennial green background shrubbery and grasses along with the bright color of double knock-out roses, white hydrangeas and some annual flowers (Begonias). Boulders will also be used to prevent erosion and accent the plantings. Drawings and pictures were circulated at the Board meeting. The cost will be kept within the allotted budget. Additional estimates will be obtained for planting and maintaining (fertilizing & watering) seasonal flowers in future years.

Compliance-Rich Havlin: There are some houses that need paint and mailboxes that need repair and paint. The committee will give them some time before contacting the residents since it is early in the year.

Crime Watch-Jay Bobian: Fortunately, things have been fairly quiet in our neighborhood. The next Crime Watch meeting is April 4 at 6:30 pm at the library.

Garage Sale-Karen Young: not present - no report.

Lake-Ron Sans: kids were seen horsing around in two paddle boats right after the ice melted with no life jackets.

Newsletter-Ruth Ann Stephenson: Last issue was emailed and included minutes from the Annual meeting as well as the 2011 budget. As requested, it also included results from the tennis court survey. The next issue will be April – mid May, before the pool opens and will contain the pool rules and other timely information.

Nominating-Jay Bobian: nothing to report

Pool-Tim Scofield: (Tim was not present, but sent a written report summarized below. No Board action taken.)

1. Lifeguard offer letters have gone out to lifeguard staff.
2. Plan to have Pate's open the pool on Friday, May 13 to give enough time to assure water is in good shape for pool opening. Kyle will set this up with Pates.
3. Tom S. will have the plumber turn the water on before this date.
4. We need to purchase a couple of umbrellas this year and suggest two 9 ft dia. simple up/down umbrellas from Costco. Tim also recommends 2 heavy (200 lb) cast steel bases for around \$325 ea. The benefit is that they will not blow over, and do not need to go under the tables. The umbrellas would be free standing on these 2 stands and tables could be arranged around them during the day as the sun angle changes. This would also permit the use of the simpler umbrella design. The lifeguard would just push up on the umbrella hub, insert a pin and the umbrella is open. No tilting, no crank, no wires, etc.

Revitalization-Frank Borelli:

All six members were present at the last committee meeting for deliberation on the following issues and all votes were unanimous.

1. The committee's purpose was reviewed and reworded as follows: The purpose of this committee is to review all existing common area facilities, consult with other committees as appropriate, and make recommendations to the Board to improve and enhance the common area and facilities consistent with the interests of the residents.

2. Regarding the tennis courts, recommend that the Board move forward with Option C of the survey - replace the east court; remove the west court; and sod the vacated west court area for multi-purpose use.

This recommendation is based upon:

- A. survey results from interested, responding residents
- B. observations of resident usage of the courts
- C. fiscal responsibility allowing for enhancements in addition to tennis

3. Recommend that three other enhancements be funded for implementation this spring - provide more shade in the pool area from table umbrellas and/or a canopy-type structure; provide two fixed benches; and provide two fixed picnic tables. Committee members were assigned to research further the costs and location for these enhancements.

4. Reviewed the proposal from Castle Cove resident and builder UB Bontrager for removing the current shelter and constructing a new clubhouse. The estimate was \$120,000 and was shared with the Board.

5. The committee will continue to review other enhancements to the common area.

Tennis-Larry Jordan: (Maury Lathrop and Larry Jordan were not present for the March Board Meeting, but sent a written report which is summarized.)

The Tennis Committee (by a vote of 4 to 1) is recommending that the Board replace both tennis courts.

- The tennis courts are a major asset to the community. They add value to our homes and our community. They are as important to the community as the lake, the pool, and the shelter house. Most of us bought homes here with the understanding that these assets would be maintained not minimized.
- Although final contractor bids are not in, the cost of replacing two tennis courts vs. replacing one tennis court may be as little as \$9,000 difference, making it an affordable investment.
- Some feel the need for more green space for other activities such as volley ball, picnic tables, etc. There is unused green space to the south and west of the pool as well as the hill to the north of the Clubhouse that can support these activities.
- We have enough demand for court time to warrant keeping two tennis courts. We have morning groups, pickle ball groups etc. all playing together at the same time.
- Funds have already been set aside over the past few years to replace both courts.
- New courts will be relatively maintenance free for a number of years.
- Most neighborhood communities on a par with Castle Cove have two tennis courts.
- All of these assets make our neighborhood a better place to live and add value to our homes and the neighborhood.
- The Revitalization Committee can still do some improvements this year as respondents to the survey have suggested – add picnic tables, lake benches and mulch the playground and plan for some larger projects at a later time.

Website - Ruth Ann Stephenson: The Bylaws were added to the website. The list of Board members and Committee members were revised for 2011 and put on the website. The Crime Watch Block Captain list was updated and is included on the website. A “Welcome to Castle Cove” introduction was also added.

The Board was asked if the website should have a separate section for Board minutes which currently are included in the newsletters on the website. A motion was made and approved to add a section to the website for minutes of the Board Meetings.

Welcome - Marie Wright: All of the new residents except one have been welcomed.

Old Business:

1. Secured access to pool & tennis court: 3 estimates for access control have been obtained and a chart handed out to members. Electronic access to the pool would be through the restrooms. There would also be one to the tennis area. Card access is easier to control than keypad. There was discussion but no decision made.
2. Gutter on Shelter House: will address after tennis court done. Half the gutter on pool house is gone and needs to be repaired. Lana Jordan will get estimates.
3. Video surveillance system: nothing reported or discussed at this time.
4. Parking lot repair: to be done with or after tennis courts.

New Business:

1. Parking lot gate policy - opened and closed with pool.
2. Pool rules/signage – Ruth Ann will contact Tim Scofield regarding review and updating of the Rules and preparing a new sign to be posted.
3. Repair/Replacement of Tennis Court(s) – Because of the time and the importance of this issue, a special meeting will be held Apr 25th or May 2nd to further discuss and make a decision on the tennis court replacement. All estimates will need to be obtained and presented at the meeting.

Next Board meetings: May 9, Jul 11, Sep 12

Meeting adjourned at 7:40 pm

Respectfully Submitted,

Tom Stephenson, Secretary/Treasurer