

## STEEPLE RUN HOMEOWNER'S ASSOCIATION ANNUAL MEETING MINUTES – January 21, 2017

Board Members Present: Herb LeBlanc, Mike Reitcheck, Jim Maier, Steve Kadish, Joe O'Malley, Linda LeBlanc, Karen Malcolm, Arlanda Brantley, Brooke Ziolo

Homeowners Present: Jill Peterson, Bruce Peterson, Ron Rodewald, Dan Annen, Kirk Hensley, Valentina Bachir

Steve Kadish called meeting to order at 10:05 AM.

Introductions of Board Members and Homeowners were held. Herb LeBlanc reviewed the roles of current SRHA Board Members. Other than Board Secretary and Board Treasurer, the SRHA Board, by agreement, does not maintain title designations in order to better serve the SRHA community.

### REVIEW OF 2016 SRHA BOARD ACTIVITIES & ACCOMPLISHMENTS

- **LANDSCAPING:** Joe O'Malley reviewed improvements planned for shrubery replacement at the Smith Road entrance. SRHA will continue contractual services with Gomboy Landscaping for maintenance of common Steeple Run property.
- **ARCHITECTURAL:** Joe also discussed the planned development of a contractor awareness program for SRHA residents. The intent is to provide a forum, via the Steeple Run website, for residents to offer recommendations for home service providers. This will be established strictly as a resource for residents. Steve Kadish agreed to develop and provide an appropriate disclaimer for website posting.
- **PREFERRED CONTRACTORS:** Herb LeBlanc reviewed/updated status on current Steeple Run preferred contractor Arrow Septic. Herb indicated that over 75 Steeple Run residents have utilized this service since the program was initiated and it will continue in 2017 with dates to be advised.

### TREASURER'S REPORT

Brooke Ziolo provided copies of current SRHA financial reports. Our current fiscal year is 6/1/16 to 5/31/17. SRHA income is meeting SRHA budget and the projected cash flow is consistent with the previous year estimate. SRHA is in a positive cash flow position and is in line with prior years. At the end of December, 2016 the financial balance of SRHA was \$11,433.96 which includes \$5,000.00 reserve as mandated by SRHA covenants. The financial health of the SRHA is good. A complete financial report will be posted on the Steeple Run website. Herb LeBlanc requested year-over-year data be included.

Brooke reported that all 2016 assessed SRHA annual dues have been paid. She also advised that a fraudulent charge was posted against the Steeple Run account. The charge was identified and corrected. This topic led to open discussion amongst attendees regarding overall awareness of credit and identity theft issues.

Finally, Joe O'Malley acknowledged the fine work Brooke Ziolo has done in her first full year as SRHA Treasurer.

## OLD BUSINESS

The Board announced it's handling of two reported violations to SRHA covenants specifically related to the installation above ground swimming pools, maximum 8" height of mowable lawn, and noxious weed maintenance. The Board advised that the two Homeowners cited were made aware of covenant violations and the violations were resolved.

## NEW BUSINESS

Herb LeBlanc provided an overview of Board member responsibilities and the call for new members.

Two-year service terms of Board members Steve Kadish, Herb LeBlanc, Linda LeBlanc, and Brooke Ziolo have expired. All four volunteered to have their terms extended by two years and were re-elected by appropriate quorum. Board members Arlanda Brantley, Karen Malcolm, Jim Maier, Joe O'Malley, and Mike Reitcheck have one year remaining on their term. However, Mike Reitcheck has resigned his position on the SRHA Board as he and his family are relocating out of state. Dan Annen volunteered to replace Mike's position on the Board and serve the remainder of his term. Additionally, Kirk Hensley volunteered to join the Board for a two-year term. Both Dan and Kirk were elected by appropriate quorum. The Board thanked Mike Reitcheck for his 8 years of volunteer service on the SRHA Board.

The SRHA Board acknowledged and offered congratulations the Evans and Jenkins families for their son's participation on the 2016 Prairie Ridge state championship football team.

The SRHA Board issued a reminder to all SRHA homeowners who may be moving or selling their property to notify their potential buyer and/or realtor of their obligation to the SRHA covenants, specifically pertaining to payment obligations of association dues.

Kirk Hensley inquired on appropriate procedures required for approval of home improvements. The Board referred him the the SRHA covenants and to contact Dave Malcolm of the Architectural Committee.

With close to 25 new families now residing in Steeple Run since our last neighborhood block party, discussion was held to re-ignite this social event. Arlanda Brantley, Linda LeBlanc, and Kirk Hensley volunteered to lead this effort. Additional information to be advised and provided.

Jill Peterson raised questions on the condition of the Smith Road and Sands Road entrances. Joe O'Malley responded that he will inspect both monuments for cleaning, for leveling of the Sands Road monument, and for potential alternate lighting options at the Smith road monument.

Jill also inquired if the SRHA Board would consider a monetary donation to a previous SRHA resident who recently passed away. After brief discussion, it was agreed that it was not the role of the Board to do so.

ADJOURN

Motion to adjourn meeting was made by Steve Kadish and seconded by Mike Reitcheck.

Meeting adjourned at 10:58 AM.

NOTE: Upon completion of Annual Meeting, Herb LeBlanc called to order brief Board Meeting to welcome new Board members Dan and Kirk, and to reinstate Board Secretary (Jim Maier) and Board Treasurer (Brooke Ziolo). There was no old or new business discussed. Date and time of next meeting was established (see below). Herb motioned to adjourn meeting, seconded by Jim Maier. Meeting adjourned at 11:08 AM.

NEXT MEETING

The next SRHA Board Meeting is scheduled for Tuesday, April 11, 2017 at 7:00 PM at Herb & Linda LeBlanc's home. All SRHA members are welcomed to attend.

Minutes respectfully prepared and submitted by:

Jim Maier, Steeple Run Homeowner's Association Secretary