

Forest Hills Meeting Minutes

Monday, November 12, 2018

Attendees: Colleen Buha, Ed Kaiser, Tammi Canis and Mary Clark

Secretary: Katie Jones

Agenda

Meeting called to order 5:36pm

Co-owner's forum

Reading and approval of meeting minutes

Management Report

- Performed page by page review and Approved by Board

Old Business

- Colleen - Change Pine Oak to Pin Oak in management address system
- Colleen – Told Millers to hand mulch in future
- Board – to trim the tree in park
- Colleen - Sent out TownSquare invites
- Board – Approved statements vs coupon books
- Colleen – Road paving went well
- Colleen – Arbor tree dropped the trees behind the members house

New Business

- Colleen – Schedule basin repair for the spring
- Colleen – Ask Millers if they trimmed the trees in Forest Hills cul de sac?
- Colleen - follow up with Advanced Disposal to see if they provide recycling bins for free
- Board - have further discussions about grate over drain at a later date
- Board – approved 2019 budget

- Colleen – Send board a draft of member due increase letter prior to sending the letters. We need to send due increase letter first. Notify members that we are switching to statements instead of coupon books. Then statements will be sent out.
- Violations reviewed
- Past due fees reviewed
 - Colleen – talk to lawyer about 3293 Pin Oak
 - Colleen – Send late letter #3 to 2236 Silver Maple
- Board – find out when backflow testing is due. Share with members the best company. (Beginning of 2019, sometime in 2019)
- Board – Blown out park sprinkler system (mid-Oct.)
- Board – Removed water meter (mid-Oct.)
- Board – Reminder to request permission for MOD requests including remove trees larger than 6in in diameter on website and Facebook.
- Board – Events Easter Egg Hunt, Summer BBQ, Cider & Donuts, Hot Cocoa in Cookies (Saturday, Jan. 19, 2:00pm)
- Colleen check email to see if we have quotes for drain grate to prevent blockage
- Ed handed over petty cash to Adam
- Tammi submitted \$27.30 of receipts for cider and was paid

Date of next Board Meeting

- In March

Meeting Adjourned

- 7:00 PM