

Minutes of Steeplechase Homeowners Association Board Meeting
June 24, 2018, 7 p.m. to 8:55 p.m.

- All Board members were present.
- All Members Approved Minutes of May 20, 2018 Board Meeting and they will be posted on the SHOA Website.
- Next Board Meeting Scheduled: Sunday, July 22, 7 p.m.

Karen

- Post in front of neighborhood that Board meeting minutes and e-newsletter are available at www.thesteeplechasehoa.com after Neil has posted at the Web site.
- Post a thank you to Mr. Owen for Gionino's pizza donation for annual picnic. Post thank-you to any other neighbor sponsors.
- E-Newsletter
 - Add a third page or rearrange page two to include:
 - Ask neighbors to send their email address to Steeplechase@mail.com to receive future e-newsletters.
 - Ask if neighbors have extra luminary candles from previous years to put them in the garbage can at the front of the allotment to save on costs. (Denny will provide the garbage can.)
 - Web site to get street lights fixed:
https://www.firstenergycorp.com/content/customer/service_requests/report-lighting-problem.html
 - The first e-newsletter will be printed in color by FedEx Office and Mike and other Board members will deliver to each house. Thereafter, e-newsletters will be posted on line and e-mailed.
- Garage Sale Review
 - 2018 Participation was more than double from previous year: from 9 homes in 2017 to 22 homes in 2018
 - An ad is in the E-newsletter asking for a 2019 chairperson to form a committee to select the date (with preferred date being the first Friday and Saturday after school is out) and organize the sale.
- Ladies Tea
 - Three neighbors have volunteered to form a committee: Kelly Kanoza, Melissa Baldrige, and Samira Strata. They have been given the budget amount and suggestions.
 - Karen will serve as Board Liaison.
- New Neighbors Welcome Letter and Packet (with Neil's assistance)
 - Karen will price folders with the preferred color being orange.
 - Karen will have FedEx Office print 160 copies of the Welcome Letter in color on #32 weight paper at around \$85 or possibly plain copy paper if much cheaper.

- Karen
- (Continued) New Neighbors Welcome Letter and Packet (with Neil's assistance)
 - Packet will be distributed to all neighbors initially and include:
 - Welcome Letter
 - Bylaws and Restrictions
 - Letter from the SHOA President
 - Updated Neighbor Contact List which will include names, address, and telephone number
 - E-Newsletter which includes direction to go to www.thesteepchasehoa.com for SHOA news, social functions, etc.
 - Annual Dues Invoice

Mike

- Financial Review, List of SHOA Expenses as of 6/20/18
 - Accounting total included tax filing and QuickBooks software from previous Board.
 - Water expense is for storm sewer assessment from previous Board. There was no need to pay this as there is currently \$100 credit.
- Dues Received Since Last Meeting: One neighbor sent in \$100 for current dues.
- Total Revenue in Account: \$17,500
 - Payments due soon:
 - Annual Picnic \$1500
 - \$1200 per year Insurance @ \$300 per quarter
 - \$800 Luminaries
- List of Neighbors who have not paid dues was reviewed:
 - 13 neighbors have not paid.
 - Mike had sent a late payment letter dated May 24th, 2018 with a due date for payment of July 1, 2018.
 - What is the next step?
 - Chuck will contact one neighbor on the list.
 - Terry will contact nine neighbors on the list.
 - Neil will contact two neighbors on the list.
 - Mike will send payment request for one neighbor to two additional addresses found on recorders filings.
 - All will report back to the board at next meeting.
- Explain measures being taken to protect funds; i.e., two signatures needed for approval of checks over \$500, etc.
 - Mike will write checks; Terry will review and approve checks by e-mail before distribution if check is greater than \$500.
 - No checks over \$500 have been written yet.
- Reconciliation of Account by Mike and Trustee Rainier:
 - Mike reconciles the account; Chuck reviews the account afterward.
 - Mike to follow up for insurance bill which has not been received and is due in July.

Marty / Chuck

Annual Picnic Review: A detailed list of plans was distributed at the Board meeting.

- Budget: \$1,500
- Date: Either Saturday, August 25 or Sunday, August 26
- Entertainment: Chuck will confirm: A 50¢-90¢ band is tentatively booked
- Food:
 - Mr. Owen donated pizza from Gionino's
 - Other neighbors will be asked if willing to donate.

Chuck

Seasonal Luminaries:

- Many homeowners have luminary candles that they did not use. We can reduce the cost if we can collect them and order just what we need. A message in the e-newsletter will be added asking people to turn in their unused candles.
- Will check on ordering candles and possibly having some candles donated.

Denny

- Comments of President of Towpath Village HOA:
 - Mentioned that they use the Cleveland law firm of Kaman & Cusimano because they specialize in representing HOA's.
 - Do not act on any anonymous complaints.
- Denny will call a neighbor mentioned for possible donation of picnic food.

Terry

- Landscaping / Mowing
 - Now mowing twice per month a portion of SHOA lot on Steeplechase Lane by: Benny Simmons/Benny's Hauling, 808 Merton Avenue, Akron, Ohio 44306, Phone: 330-572-9873
- Steeplechase Island
 - Mike DiCola / Chuck: The shrubs should be trimmed or removed as they block drivers' view of cars entering Steeplechase Lane from Mulberry building.
 - MaryAnn Ervin, Mulberry Gardens: Willing to split the \$675 cost of Schultz estimate to weed, trim, haul away debris, and mulch.
 - Terry will call MaryAnn and discuss maintenance options and the safety issue of overgrown shrubs.
 - Meeting with Mayor: Terry will ask for a list of what the city will do now and for future maintenance.
- Legal Advice
 - Denny is willing to take several specific questions to an attorney. All Board members should email Denny your questions for a meeting with Denny, an attorney, and Terry. The Board agreed that it would be worth paying once for this basic advice.

Terry

- Lighting: mapping of all light posts, street signs and stop signs in the neighborhood has begun.
 - Mike will send a Web site to get street lights fixed. This information will be included in the e-Newsletter for neighbors to get street lights fixed.
- Terry will email the Steeplechase Ladies Tea Committee and advise that the committee liaison is Karen Ripple.

Miscellaneous:

Mike:

- The password for the SHOA website has been removed.
- Will get prices to paint addresses on curbs at the SHOA expense.
- Banners
 - Santa banner should be removed in January as people have negatively commented that it is left up too long.
 - A neighbor suggested buying more banners so every light post has one. All on the Board agreed that the 44 banners currently put up and taken down 4 times each year is enough for now to cover every-other light post.

Chuck:

- Establish term limits for Board members if Bylaws are changed.
- Language stating that dues are mandatory should be included if Bylaws are rewritten.
- If dues are not paid, neighbors cannot vote.
- Dues should be \$50 with clause stating that if extraordinary expenses occur, an extra assessment is possible.