

Estates at Dove Run HOA Board Meeting

Minutes for January 9th, 2008

Previous information noted:

- HOA was turned over to Homeowners and Incorporated on September 19, 2007.
- Board of Directors were elected on this date by a majority vote of homeowners at the initial meeting of the members held at Town Hall in Middletown.
 - ◆ Directors elected:
 - Megan Aitken
 - Maurrell English
 - Maggie Gall
 - Jennifer Godlewski
 - Richard Green
 - Ed Henry
 - Alison Segal
 - Amar Tailor
 - Jill Winnington

All directors were in attendance of the current meeting with the exception of Maggie Gall. Attempts were made by Richard Green prior to this meeting to contact Maggie via email and phone with the information she provided at the September 19th meeting, but received no response.

Agenda:

- **Election of Officers:**
 - ◆ President – Richard Green
 - ◆ Vice President – Megan Aitken
 - ◆ Treasurer – Jill Winnington
 - ◆ Secretary – Jennifer Godlewski

All officers were elected by unanimous vote.

- **Discussion of Start-Up Activities:**
 - ◆ EIN and Seal of Incorporation are needed for opening a bank account.
 - Richard will attempt to produce these at the next board meeting.
 - ◆ PO BOX for Corporation mail needed.
 - Richard will also work on this.
 - ◆ Franchise Tax bill needs to be paid.
 - Treasurer will handle.

- ◆ Bank Account must be opened and remaining monies collected must be transferred to this account.
 - Treasurer will handle.
- ◆ Special (one-time) Assessment Fee must be determined to fund start-up costs and Landscaping project at front entrance.
 - To be determined after appropriate bids/quotes have been received.
- ◆ Debate of need for a third party management co. to handle neglected and future deed restriction issues.
 - Also to be determined at next meeting.
- ◆ Annual budget and assessment fees will need to be estimated once more information is gathered on operating costs and grounds maintenance costs.
- ◆ Communication with homeowners needs to be implemented
 - This will mostly be maintained on website (by Tim Lee), however, notice of upcoming HOA meetings requiring votes from members will also be mailed directly to homeowners per bylaws.

➤ **Landscaping needs at main entranceway** (on Brick Mill Road)

- ◆ It was collectively stated that the entranceway to our neighborhood should be redesigned to appropriately reflect the level of affluence of our homeowners and should be properly maintained by a landscaping co. to preserve the home values of the community.
- ◆ Areas to be redesigned and maintained are both sides of the entranceway on Brick Mill Road (approx. 100ft.x100ft. each side) and the island just inside that entranceway.
 - ❖ *It was noted that the other entranceway (off rt. 299) is owned by Capano and not the property of the Dove Run HOA. Also noted that the Town of Middletown maintains the open areas around the ponds and in the circles. Discussion of maintenance of these areas will be revisited at a later date.*
- ◆ Specifications of the redesign may include:
 - Complete replacement of current landscaping with plans for extra trees, bushes and flowers
 - Irrigation
 - Lighting
 - Sod
 - Pavers and trees on island
- ◆ At least 3 quotes from reputable landscapers will be acquired by directors (Amar, Megan & Jill) and presented within next two meetings of the board.

- ◆ The idea of presenting a few landscaping options to homeowners and give opportunity for majority vote for the design was considered.
- ◆ It may be necessary to implement in phases of a “master plan” to make this project affordable to the homeowners.

- **Deed Restriction Enforcement Issues (neglected and future):**
 - ◆ Continued debate on whether to “grandfather” previously neglected deed restriction violations prior to the handing over of the HOA or the necessity of dealing with all infractions, past, present and future. This may necessitate the hiring of a third party management corporation (at least temporarily) for the sheer magnitude of issues. This would also help with the collection of association fees and various other duties.
 - This concern will be revisited after more information is gathered about said management co.’s.
 - Megan, Maurrell and Jill will obtain quotes or have these companies make a presentation at the next board meeting.

- **Creation of Committees:**
 - ◆ This issue will be revisited at later meetings as the need arises.

The next meeting of the Board of Directors is scheduled to be held on Sunday, January 13th at 7:00 p.m. at Jill Winnington’s home (206 Snow Goose).