

Mill Creek Homeowners Association Board Meeting Minutes

November 12, 2013

I. Convene Meeting:

The meeting was officially convened at 7:37 PM. Board members in attendance: Neal Grandy President and co-Treasurer, Sharon Herbert, Architectural Review Committee, Addeane Caelleigh, Newsletter Editor, Maritza Saavedra, Architectural Review Committee, Janet Eden, Common Grounds Committee, Pam Riley, Common Grounds Committee, and Brian Lewis, Co-Treasurer. Guests: Peter Kleeman, Susan Patrick, Larry Jacksina, Roussie Jacksina

II. Approval of September and October Minutes

The minutes were reviewed and adopted contingent on changes recommended by Neal Grandy. The Board asked that the map of the common grounds be attached to the minutes.

III. Homeowners Issues/Concerns -

- a. **The Little Library** – the committee members presented their proposal for a little library including bringing along the partially constructed structure. The idea is based on “*take a book, return a book*” which promotes a sense of community, reading for children, and literacy for adults.

The structure is simple, a wooden box about the size of a photocopy paper box, with horizontal gray cedar siding with a gabled shingled roof, and a large hinged door made of framed Plexiglas. It will be mounted on a 6’ square post and a plank running the length of the structure. The committee took great efforts to have the structure’s aesthetic conform to the Mill Creek architectural style.

The initial proposal was to site the library on private property at the intersection of Mill Creek and Gristmill Drives. Board members raised concerns about liability and visual obstruction at that location. After a discussion, the Board and Committee agreed to site the Little Library on some common ground property located on Mill Creek Drive, nearby, but not right next to the dog station. This site was selected due to its central location, liability coverage, and good visibility.

The Little Library Committee (Susan Patrick, Peter Kleeman, Jnanam Maclsaac, Carol Cutler, and Dagmar Kuttner) will present the final structure to the Architectural Design Committee for approval and will check to make sure that the exact location of the site meets Board approval. The Committee will monitor the library, keep it clean, and will notify the Board of any issues. The Board thanked the members for taking the initiative with this fun and worthwhile community project.

IV. Architectural Review Committee

- **1238 Timberbranch** – the homeowners would like to put a roof over the electrical box that is located on the outside of their home. The Architectural Committee said they look forward to receiving a formal request.

- **Cars parked in street** – a guest raised the concern about the number of cars (and at least one trailer) that are parked regularly on the streets. Janet said that she will read over the covenants and draft a form letter that could be sent to homeowners reminding them of the covenant restrictions regarding long term parking on public streets.

V. Treasurer’s Report – The Board circulated and initialed approval of the October checking account statement, the savings account statement was not available. Brian made a motion to approve the checking account statement and the Board unanimously approved it.

a. Checking Account Balance – \$51,524.72

b. Directors and Officers Liability Insurance – Neal reported that the insurance premium has been paid for the current year’s policy, we will not be receiving a discount.

VI. Ongoing/Old Business

a. Web site redesign: Brian met with Deborah Weiss from DRW Design, we’ve paid \$108 for the hosting site. Brian took some panoramic photos for the banners and there will be pages for prospective and existing homeowners.

b. Legal Representation – Pam agreed to follow-up with Cheri Lewis to see if a review of the covenants and the bylaws could be obtained for a flat fee of \$500. This was discussed with Ms. Lewis when some of the Board members met with her in June.

c. Mail Boxes – Addeane reported that they are still planning on doing a survey.

VI. Common Grounds

a. Front entrance replanting and vine clean-up – Janet recommended that we table for now the replanting in the front entrance area. She had one company come to look at cutting back the vines, but they declined to bid on the work. She asked another contractor for a bid and he agreed to work on a \$30/hour basis. She recommended the Board hire him to work in the three areas prioritized for clean-up , with the understanding that we have a maximum of \$1000 to spend. The Board approved the expenditure.

b. 182 Bryon Ct. - ?

VII. Architectural Review Committee

a. 1274 Gristmill Dr – the committee approved a plan for a screen porch

IX. New Business

a. Public space for Board Meetings – Brian will follow-up with the County to make sure we have the glass room reserved for the next year’s Board meetings.

b. At the next meeting, the Board will discuss the Annual Meeting and the development of a slate of candidates for the Board election.

X. Date for December Board Meeting

Next Board meeting will be Tuesday, December 10th at 7:30 PM, in the Glass Room (next to the library downstairs) in the Monticello High School.

Adjournment – The meeting adjourned at 8:50 PM.