

MINUTES OF THE CHHA BOARD OF DIRECTOR'S MEETING
November 5, 2015

Marques Nelson, President, called the meeting to order at 7:02 p.m. at Canton Chamber of Commerce Building.

PRESENT: Marques Nelson, Christy Loisselle, Gretchen Harrington, Lynn McCormick, Linda Bedard, Scott Burek, Vivien Pierson, Andrew Fosdick, Spresa Clements

ABSENT: Yvonne Emery

GUESTS: Roy Hart

MINUTES: Gretchen made a motion to accept the October Minutes. Lynn seconded. The motion passed.

CORRESPONDENCE:

- A resident had a question on the rules of putting up a fence. Yvonne referred him to Canton Township.
- A resident complained that the garage sale signs were not put up on time.

TREASURER'S REPORT:

- Scott Burek gave the Treasurer's report of current expenditures and all funds that are available. There is \$31,941.38 in the checking account and \$11,569 in the Snow Plow Fund. Christy moved to accept the report as given. Vivian seconded and the motion carried.

PARKS:

- Spresa said there is a tree in Umberland Park that needs to be trimmed.

New Business:

- Marques was able to reserve a meeting room in Canton Township City Hall, Room D starting February 2016. The Annual Meeting will be held in Room E on September 15, 2016.
- Lynn suggested including a letter with the newsletter discussing the budget. Lynn will write an article about the snowplowing information. The President will also include an article.
- Gretchen asked if we should hold an Ice Cream Social. The board all agreed it was a success and should continue if possible.
- Lynn suggested listing the Park Leaders on the web site so the Residents can contact them with information on issues in the Parks.
- Spresa volunteered to decorate the subdivision signs for Christmas. She needs to replace some of the decorations.
- Vivian asked about the missing sign on Warren Rd. Marques said he has not done anything as yet, but will get an estimate to order new sign. Spresa said she would like to see the Board replace the signs with something sturdier.

Time Line:

- Yvonne sent out an outline of a monthly time line and asked for input.
- Christy felt we should request the Lawn Care Bids in the Fall instead of in March.
- Lynn suggested discussing the budget in November and December to send out in the newsletter that goes with the invoice.

Snow Plow:

- Lynn handed out typed notes from the Snow Plow Meeting to interview Jon Boy and Brickman. Brickman said no sub-contracting unless it is an emergency. Both companies presented well. Lynn said she has had 13 years' experience with Brickman. Vivian said she liked to support local and would support Jon Boy. Marques called for a Board vote to determine which company will handle the Snowplowing for this year. Marques and Spresa abstained. Brickman won. Marques nominated Lynn to be the head of the Snowplow Committee. Lynn accepted and offered to be the contact person.

2016 Assessment Fee:

- The Board discussed increasing the dues for next year. The ByLaws allow the dues to increase by 3% per year. 3% increase would be \$1.38. In 2014 the dues were \$44.17 and snow plow was \$17 = \$62. In 2015, the dues were \$46.11 and snow plow was \$18.89. In 2016, the dues with the 3% increase would be \$47.49. The Snow Plowing Expense has increased substantially this year. Christy made a motion to increase the Snow Plow Fee to \$26.51 which makes the 2016 total dues with snow plowing = \$74.00. Gretchen made a motion to increase the fee 3%, Spresa seconded. Motion passed

LIENS: There was no report given on outstanding dues.

By-Law Committee:

- Marques asked for volunteers. Lynn, Vivian, Andrew and Roy volunteered to be on the committee. Lynn said she was in the process of finding an example.

New Resident Charge:

- There is a new \$50 New Resident Charge to cover the paper and administrative costs. This was implemented in July.

HOMEOWNER'S CONCERNS:

- Roy asked if we have a yearly audit by a CPA. Lynn said there are 3 ways to address that situation:
 - 1.) have a CPA file your taxes = \$300
 - 2.) have a Review done by a CPA = \$1400
 - 3.) have an Audit done by a CPA = \$2800 plusAccording to the budget, CHHA had a CPA do the taxes.
- Roy asked if there is a job description of the Administration Assistant.

Next meeting will be held December 3 at the Canton Chamber of Commerce Building. Marques will be absent and asked the Vice President, Lynn McCormick to run the December meeting.

Meeting was adjourned at 8:45 p.m. Lynn requested an Executive Session to be held immediately following the Board Meeting.

Respectfully submitted by
Linda Bedard, Secretary, CHHA