



2021-06-15 Board of Directors Minutes

Call to Order and Establish Quorum

The monthly meeting of the Fairways Condominium Owners Association was called to order by the president, Doug Leonard at 6:30 p.m., on Tuesday, June 15, 2021. The meeting was held in person in the Fairways Clubhouse in Mount Vernon, Ohio. A quorum was established as all board members were in attendance.

The following Board of Director members were present:

- Doug Leonard, President
- Jim Willeke, Vice President
- Kathryn Lake, Secretary
- De Merrilies
- Kathy Noblet

- Greet Guests

Ask each Guest to state their name and Unit Number or for vendors whom they represent and their primary purpose for attending.

- Jerry Mann (23 FAIRWAY DR)

Mr. Mann reviewed his work of the condominium association's insurance coverage that's currently provided by State Farm Insurance. Mr. Mann provided an insurance coverage report from Kahrl and Company and noted the savings potential of this proposal. He generously offered his assistance with this matter. The board discussed options and will review and decide on the next steps in the near future.

Property Manager Report

Mr. Collier, the property manager reviewed the monthly report. The report was accepted by the members of the board.

- [2021-05-18-maintenance-Apr-May.pdf](#) (Last Months)

- Closed Maintenance Incidents
- New Maintenance Incidents
- Outstanding Maintenance Incidents
- Pat Henderson's concerns

There was a query with regard to overpayment of Buckeye Stove -- it appears that we've been charged twice for the same

Financial Report

Mr. Leonard reviewed the financial reports and the members accepted the reports as presented.

- [2021-05-31-treasure-report.pdf](#)
- [2021-05-31-paid-items.pdf](#)
- [2021-04-31-treasure-report.pdf](#)
- [Fairways Paid Bills 4.30.21 .pdf](#)

Approval of Minutes

Ms. Noblet moved for the acceptance of the April 20 board of directors meeting minutes; Mr. Willeke seconded; motion carried.

- [2021-04-20-Board Meeting Minutes](#)

Old Business

These items were discussed in previous meetings that require further research or discussion before action by the board.

Ms. Noblet led the discussion regarding this year's landscape inspection and schedule.

[2020-landscape-Unit-Check](#)

Discussion on Mulch build up

The issues:

- [Mulch placed of the crawl space vent](#) (2011)
- [And Windows](#)
- [Mulch on Siding](#) - Common on a lot of units
 - [79 Fairway DR](#)
- [Mulch and HVAC units](#)

The Fairways Concrete Work

Mr. Willeke provided an update of the concrete work. He moved for the board to allocate \$15,500 from the reserves account to begin this work; Ms. Lake seconded the motion; motion carried.

[The Fairways Concrete Work](#) - to Spend \$15,500.00 from Reserves to do work for this season. \$13,000 for repairs and \$2,500 to clean and seal the "[shared](#)" walkways, mostly with volunteer labor and equipment.

Some interesting numbers:

\$ 4,410.56 Cost for sealer alone for all the non-driveway concrete based on 30,800 sq ft of concrete.

[2021-concrete-Unit-Check](#) estimates.

[2021-06-15-bid-knox-concrete-construction.pdf](#) - has more than I recommend we do and the vendor is aware that we will not do it all.

New Business

Annual Meeting Followup

[2021-2022-Annual-Meeting-Q&A](#)

Most of the feedback I have heard was in regards to the Accountants increase in cost and of course landscaping.

If we look at our costs for Accounting and Property management they account for more than \$20,000.00. We paid \$3,500.00 for **accounting work** and starting June 2017 to May 2018 we paid \$7,327.00 now we pay more than \$7,848 PLUS cost for filing tax forms. A 56% increase in less than 4 years.

[Board of Directors Recurring Items](#)

- [The Fairways-Legal-Tax-Account-Information](#)
- [All bank accounts and verify account numbers](#) - No change on President or Vice President
- [Insurance Policies](#)
 - Have Board of Directors signed on for fidelity insurance - **Done**
- [Kaman & CUSIMANO](#) - be sure the mailing address for all Board of Directors is correct at the Attorney's - **WILL DO June 1, 2021**
- [The Fairways Utilities and Other Items](#) - No change required
- Inform Occupants of
 - NEW Assessments - DONE - Thanks Kathy Noblet and De.
 - New Board of Directors and Officers - DONE
- Publish [2021-05-06 Annual Meeting Minutes](#)
 - Unanimous election of Board of Directors
 - Outcome of Underfunded Reserve Funds vote.
- Inform Accountant
 - New Fees and Amounts to Collect for Each Unit type for Operating and Reserves - DONE
- Sign-in sheet has signatures of all Unit Owners and Proxy holders that Attend - **Captured**
- Signed Proxies - **Captured**

Assessments and Fees

Got a note from a UNIT OWNER and I also checked the online bank account and found a few Others:

- TRANSFER TO DDA XXXXX6009 - B BURELLI
- TRANSFER TO DDA XXXXXX6009 - L LASHMIT
- CONDO FEES - N LANDES
- Couple of others I could not determine the Unit

I can not tell if these are the fault of the UNIT OWNER or due to improper billing by the Accountant. We should give this month a grace on Late Fees.

Also noticed this a Bad Check.

- May 12, 2021 RETURNED ITEM CHARGE 15.00
- May 12, 2021 RETURNED DEPOSITED ITEMS 342.00

No idea who this is in regards to but they need to be billed the 3x the fee (\$45.00) as based on the [Fee Collection Policy](#) Adopted 2020-12-15 Board of Directors Meeting

Mail Boxes and Signage

[403 Mailboxes-Posts](#)

Ms. Lake will continue the mail box and signage research. Mr. Leonard and Ms. Lake will meet with Ms. Delozier to determine where she was with her work on this project. Mr. Willeke provided some interesting options for consideration.

Ms. Noblet made the motion to move forward with the new signage; Ms. Lake seconded -- motion is still in discussion -- will discuss at the next meeting.

[1402-413 Signage and Flag Pole](#)

Why replace what we have?

- Should we have a Central Mailbox?
- Put Mailboxes in Gazebo?
 - Water's Edge has one
 - Woodberry Ridge has two small gazebos

Gas Lines



Larry Arlen reported this condition and I discovered a few other units with the same.

In 2011 The Fairways added grounding rods to all the gas meters on the outside of the units. Perhaps these were cut by brush trimmers?

I would suggest the association pay for having these repaired. Guessing \$50.00 for materials and some labor.

Failed Units:

- 37-39 FAIRWAY DR (Fixed)
- 21-23 FAIRWAY DR (Fixed)
- 9-11 FAIRWAY CT (Fixed)

Pressure Washing

[Power Washing Work](#)

- Plan to do Units on South side of Fairway DR from 55 to 87 and probably a couple of units (17-19)
- 21-23 FAIRWAY DR (DONE)

- Anyone know of other concerns?

Roadway Maintenance

Roadway Maintenance

- low spot at 7 FAIRWAY Drive Patch about 24” wide down to Drain
- Others?

Responsibility for Fireplace Vents

Group Discussion:

<https://groups.google.com/g/fairwayscondos-board/c/gj-169nhfdo>

The board will encourage to home owners to have their fireplaces checked for assessment of safety issues.

Please do NOT

<https://www.fairwayscondos.org/pleasedonot> section is based on the Declarations.

Consolidated COPY-DECLARATIONS OF THE FAIRWAYS CONDOMINIUM in Article 8. Description, Ownership, and Maintenance of Limited Common Elements: Section C. Maintenance

All Limited Common Elements, except as set forth below, shall be maintained by the Unit Owners Association

...

Basically, this implies the Unit Owner is NOT to make changes or repairs to the Limited Common Elements.

Another area covers the Common Elements. (Article 8 Section C. Maintenance)

This implies no changes, repairs or painting of walkways, railings or any other changes to the Limited Common Elements (or Common Elements).

Changes that are made to these are subject to the Unit Owner and even future unit Owners assessments for expenses incurred for reverting the changes.

ABOUT CAI

Ms. Lake moved for approval of the Fairways Condominium Association to become members of the CAI (Community Association Chapter of the State of Ohio); Mr. Willeke seconded; motion carried.

Community Associations Institute is an international membership organization dedicated to building better communities.

Member Dues

	INDIVIDUAL	2 MEMBER Boards	3–15 MEMBER Boards
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Membership Fee	110	200	250
Advocacy Support	15	30	45
Total	125	230	295

Central Ohio Chapter

7385 State Rte 3, Ste 52

Westerville, Ohio 43082-5402 Phone: (614)547-2663 Email: info@caicolumbus.org

Webpage: [Central Ohio Chapter CAI](#)

Twitter: <https://twitter.com/HOAresources> <https://twitter.com/CAIsocial>

Wurstfest Community Picnic

- Date of New Event 2021-08-22
- Event Start 13:30

Adjournment

The meeting was adjourned at approximately 8:25 p.m., by the president,, Mr. Leonard. The next meeting will take place on Tuesday, July 20, 2021, at 6:30 p.m., at the Fairways Clubhouse.

Executive Session

If a board member asks us to go into an Executive Session following the regular scheduled meeting.

Only the Board of Directors and specifically invited guests are permitted.

[2021-06-15-Executive-Session-Meeting-Agenda](#)