

David Parshall

From: HarryPaulino [hpaulino@insight.rr.com]
Sent: Thursday, February 17, 2011 9:03 PM
To: dparshall@insight.rr.com
Subject: GLENABBY ASSOCIATION MINUTES

GLENABBY ASSOCIATION TRANSITION MEETING

FEBRUARY 16, 2011, 7:00 P.M.

The meeting was called to order by David Parshall, due notice having been given to all members and there being no objection to the noticing procedure. This meeting was called for the purpose of completing the transition of management from Rockford members on the existing Board of Directors to the newly-elected unit owners Board of Glenabby Condominium Association, a not-for-profit Ohio corporation. Among those attending were Jim Case and Jerri Gaddis, employees of Case-Bowen, the management company with which we are contracting.

A ballot and proxy form had been mailed previously to all members in good standing. Five candidates for the Board of Directors were named on the ballot; however, at the present time, only the three receiving the most votes could constitute the new Board, as Article IV, Section 2, By-Laws, restricted the incoming Board to three Directors. The ballot instructed the members to vote for three of the following five persons: Donna Denish, Sharon McDevitt, Harry Paulino, Dave Parshall and Dave Smith. The three receiving the most votes would constitute our first Board of Directors. The top three were: Dave Parshall, Harry Paulino and Sharon McDevitt. Another issue on the ballot requested a "Yes/No" vote to expand the Board to FIVE directors. This issue was approved, 38 members voting to expand the Board. The two candidates receiving the balance of the votes for election to the Board, Donna Denish and Dave Smith, will be the additional members of the five member Board. The terms of those elected will be determined in accordance with Article IV, Section 2 of the By-Laws.

Upon the report of the Committee appointed to count the ballots, Jeanette Pavuk moved to accept and confirm the report as well as to preserve the ballots. Motion was seconded by Barbara Guthoff and the motion passed.

Wendy Bosley, our existing Board member prior to this meeting, mentioned the "sidewalk erosion" issue, and expressed the opinion that we may have no warranty recourse against Rockford, that the concrete may have been poured badly, at the wrong times of year, and that the consistency was probably too watery.

Jim Case then spoke, noting that other associations with whom they work have set-up a "Replacement Reserve" for similar building and construction issues. There are several companies which will do extensive studies of our present construction items and indicate time periods for replacement. These studies may cost in excess of \$3,000.00. The study may also indicate what recourse we have against Rockford. He mentioned that Case-Bowen has been a "full service" provider for condominium associations since 1993, representing 55-60 associations, over 6,000 units, with condominiums having 660 to as little as 24 units. He is also a member of the Community Association Institute, with three chapters in Ohio, which works with insurance companies, attorneys, vendors, etc. They are also involved with developing legislation regarding condos.

Next, there followed a short discussion about our relationship with Case-Bowen, vis-à-vis the Board of Directors and individual unit owners, e.g. what will be the procedure for resolving general community issues, such as the gutter/leave/ice dam problems we have experienced.

Dave Parshall stated the Board would begin to set up the Board and Officers, and then get into the matters of auditing the books, reviewing contracts, revise and edit our rules, Board indemnification and general insurance, and set dates for our Board meetings.

Following the exhaustion of these discussions, Harry Paulino moved to adjourn this meeting, seconded by Barbara Guthoff, the motion passed. Meeting adjourned.

Respectfully submitted,

by Harry Paulino, acting Recording Secretary.

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GLENABBY ASSOCIATION FORMATIONAL MEETING

January 8, 2011, 11:00 a.m. The meeting was called by David Parshall, due notice having been given to all members, for the purpose of discussing the procedure for the first Association Meeting to be held February 16, 2011, to transfer authority to the Members from Rockford.

Dave Parshall presided: Matters discussed: Cover letter and Notice to be given, language of ballot and proxy, names of candidates for election to the Board (three in number) and Yes/No vote for expansion of Board to five members. (75% "Yes" vote is needed to expand to five member board.)

Procedure for return of ballots or proxies to Dave: by mail, by direct return to Dave, or by being brought to meeting on 2/16/11. Ballots are to be mailed to all paid-up members, upon verification by Jerri Gaddis (Case-Bowen). Volunteers will be needed to count ballots/proxies.

75% of 48 members requires 37 "YES" votes to expand the Board to five members.

Those present were:

Terry and Dorene McGiffin
Harry Paulino
Sharon McDevitt
Donna Denish
David Smith
David Parshall
Sandra Kloeb.

Those present then addressed envelopes and inserted notice letter and ballots.

Meeting adjourned about 12:22 p.m.

**Glenabby Condominium Association Meeting of Board
of Directors March 10, 2011**

Agenda:

- 1. Call to order: Welcome and introduction of Jerri Gaddis from Case Bowen to board members.**
- 2. Reading and or approval of minutes from the transition/election owners meeting.**
- 3. Old Business:**
 - a. Election results and the assignment of terms of office. According to Declaration Art. IV sec.2, the terms shall be assigned by vote totals. The candidate with the highest vote total serves the longest. The terms would be as follows: Dave Parshall, 3 years; Harry Paulino, 2 years; Sharon McDevitt, 2 years; Donna Denish, 1 year and Dave Smith, 1 year. This is the best way to stagger the election of officers so that we never replace the complete board at any election.**
 - b. Do we need to file the voted on and approved changes to our declarations with the county auditor?**

New Business:

- a. The Election of Board Officers. We need a President, Secretary, and Treasurer. I suggest we use the power given to us in Art. V sec. 3, and elect a Vice President as an additional board member. I think we all are hoping that Harry will step forward continue doing the great job with the minutes as our secretary. As the top receiver of votes I feel an obligation to volunteer to run for and take on the responsibility of serving as your president. Other members can decide for themselves what roles they feel comfortable fulfilling. In my eyes we all have equal votes and will be working together equally in best interest of all unit owners that we represent.**

- b. Audit of Books—appointment of an audit committee.**
- c. Review of all contracts: all board members need to read and understand the agreements we have made with outside contractors. Jerri Gaddis will help us with this.**
- d. Board indemnification and general insurance.**
- e. Review of all rules and regulations. We need to send out a revised list to all Unit Owners. This has to be done by the elected board. We should have this ready to be approved by our next board meeting.**
- f. We need to develop a policy for unit owners to address the board at regular scheduled board meetings. Set date for next board meeting I suggest an early April date.**
- g. Adjournment**

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Subj: **To document calling of first Special Meeting**
 Date: 3/10/2011 8:14:18 A.M. Eastern Standard Time
 From: hpaulino@insight.rr.com
 To: hpaulino@insight.rr.com, smithbirdhouse@aol.com, smcdevitt@insight.rr.com, ddenish4107@aol.com, dparshall@insight.rr.com

3/10/11: this is a slight revision to show what actually happened. Dave sent out an e-mail to us and we all replied agreeing to 3/10/11. Just want to put this in minutes to show compliance with BYLAWS. Harry.

CALLING OF SPECIAL MEETING
ART. IV, Section 9

Whereas, a Transition Meeting was held on February 16, 2011, at which time the Association Membership convened and duly elected three members to constitute a Board of Directors and at the same meeting duly expanded the Board to five members,

Wherefore, with notice having been given on February 18, 2011, a Special Meeting of the Board was called by Dave Parshall, with the concurrence of a majority of the Directors, signatories below, for the purpose of electing Officers and taking up other matters that may come before the Board.

Said Special Meeting shall be held on Thursday, March 10, 2011, at 1:30 p.m., in the Condominium Community Clubhouse.

Signed by the following Directors:

Subj: **Glenabby Board Minutes**
 Date: 3/23/2011 11:54:16 A.M. Eastern Daylight Time
 From: hpaulino@insight.rr.com
 To: igaddis@casebowen.com, hpaulino@insight.rr.com, smithbirdhouse@aol.com,
smcdevitt@insight.rr.com, ddenish4107@aol.com, dparshall@insight.rr.com

GLENABBY CONDO ASSN. BOARD MINUTES
MARCH 10, 2011

The meeting was called to order by Dave Parshall. All five Board members were present. Jerri Gaddis, Case Bowen representative, also attended.

Harry Paulino moved to dispense with the reading of minutes of the first Association meeting held February 16, 2011, seconded by Dave Smith, approved.

Dave Parshall had e-mailed an Agenda for our first meeting. After we welcomed Jerri Gaddis, Harry Paulino moved we adopt the terms of office for each Board member determined by the number of votes received by each nominee as stated in the Agenda, seconded by Dave Smith, approved, as follows:

Dave Parshall	Three years
Harry Paulino	Two years
Sharon McDevitt	Two Years
Donna Denish	One Year
Dave Smith	One Year.

There followed a discussion whether we had to file anything with the Franklin County Auditor to reflect the change in number of Directors from three to five. Jerri Gaddis is to check on this. [Several days later, by e-mail, Jerri stated no further action was needed.]

The next order of business was designation of Officers. By unanimous consent, Officers are as follows:

Dave Parshall	President
Sharon McDevitt	Vice-President
Harry Paulino	Secretary
Dave Smith	Treasurer

A short discussion followed regarding a professional audit. Jerri Gaddis is to e-mail the names of three auditing companies; a "basic" audit should suffice. Our "in-home" auditing committee will be Tom McDevitt and Pat Jastal, to oversee our financial condition. We need a "Reserve" as required by Ohio Revised Code, 10%. Rockford warranties are transferred to us.

A discussion followed about replacing or repair of sidewalks which have been and now are in bad shape because of apparent poor quality cement used by the original contractor(s) and the use of rock salt during snow removal. The Board will be looking into the warranties, if any, with the contractor(s).

Jerri Gaddis reported on the status of payment of monthly Association fees, that she is overseeing payments made and to be made, that notices, as appropriate, will be mailed by Case Bowen, and that she is coordinating her efforts with Rockford. The Board will be notifying all unit owners of the payment policy: Association monthly fees are due on the first of each month,

Monday, March 26, 2012 AOL: SMITHBIRDHOUSE

with a 10 day grace period, after which a late fee of \$25.00 is assessable.

Jerri Gaddis reported that our checking "operating" account, handled by Case Bowen, is with U. S. Bank. Rockford has filed the Association 2010 income tax returns and made payment of taxes owed. We are incorporated as a non-profit corporation, under Chapter 1702, Ohio Revised Code. Our Corporate Charter Number with the Ohio Secretary of State is: 1601844. Our IRS EIN number for tax reporting purposes is: 20-433950. We should file with the Secretary of State a change of Statutory Agent, to keep it within our community. [Our Corporate Charter was allowed by Rockford to expire and Dave Parshall will be taking care of the reinstatement.]

Jerri Gaddis reported we are insured with State Farm. Linda Anderson, the representative we will be working with, is to meet with the Board in April. We have a \$2500.00 deductible. We need a "rider" to our policy to provide liability and indemnification coverage for the Board Directors and Officers.

With regard to maintenance issues, Don and Cheryl Panzer have a present roof problem, with leakage. They have had a contractor look at the problem. We need to select a roofer to handle these problems. Dave Parshall suggested we adopt a policy with regard to what the Association will be responsible for and what the unit owner's insurance policy should pay for. Jerri Gaddis stated Case Bowen uses Chris Evans, from Grove City, dba Evans Maintenance, for maintenance issues and that he appears to be very fair in handling these problems. Current roof problems needing to be addressed: Panzer and Joel and Ashley Brooks.

Discussion about contracting parties: lawn care companies are: Ameriscape, EMI, Five Seasons and Reichle. Some will give a discount if they are involved with all seasons. Snow removal has been a separate contract, presently with Ameriscape. Dave Parshall suggested we stay with Ameriscape and then moved that we contract with Ameriscape for our summer service; Donna Denish seconded the motion and it was unanimously adopted. President Dave Parshall will sign the contract on our behalf. There followed some discussion of grub control, without a conclusion. It was suggested that in view of Rockford's need to build and finish other units, it should be paying something additional for use of our roads, etc.

Jerry Gaddis submitted a copy of the Case Bowen management agreement.

Next, a short discussion of the issue, when to contact the Board and when to contact Case Bowen. No final conclusion here. Dave Parshall gave the Board members a copy of the suggested guidelines for review and discussion at the next Board meeting.

Trash removal on Thursday mornings is presently by Rumpke. Jerri Gaddis will give us a copy of the contract. There is a "fuel surcharge" added in to compensate Rumpke for ups and downs in gasoline prices. Our contract expired in February. Sharon mentioned that Luke fills several barrels at times to remove his business trash.

At the next meeting, March 28th at 7:00 p.m., the Board will discuss revisions to the rules and regulations' handbook. Suggested revisions were given to Board members to review.

There was a short discussion about dog issues: re size, waste and aggressiveness.

Discussion about speeding in the area and what further controls we might use. The speed limit is posted at 15 mph, but some owners are flagrantly disregarding this.

A policy for addressing the Board was mentioned: "Public Speak".

At the next special meeting, we will discuss changes in rules and regulations and get these published by the first week of April. We will meet Monday, March 28th at 7 p.m. to discuss changes.

Our next regular Board meeting will be held Wednesday, April 13, 2011, at 1:30 p.m.

The meeting was adjourned at 3:45 p.m.

Harry Paulino, Secretary.

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Subj: **Glenabby-revision rules and regs by Paulino**
Date: 3/28/2011 12:05:48 P.M. Eastern Daylight Time
From: hpaulino@insight.rr.com
To: hpaulino@insight.rr.com, smithbirdhouse@aol.com, smcdevitt@insight.rr.com,
ddenish4107@aol.com, dparshall@insight.rr.com

March 28, 2011 (Following suggestions submitted by Harry Paulino re meeting tonight.)

1. The maintenance and repair of exterior walls, roofs, limited and unlimited common areas are the responsibility of your condo association.

In general, unit owners are responsible for maintenance and repair of all interior walls, all windows, doors and related structures. Damage to the interiors caused by roof or gutter failures are the responsibility of the unit owner, unless there is clear and convincing legal authority to the contrary. However, where the association has no legal obligation, the board may acknowledge on a case by case basis a limited moral obligation for water damage caused by roof or gutter problems. The association may expend up to \$500.00 of the cost of repairs to unit interiors as determined by the board to be the result of roof or gutter problems. The unit owner must agree to use the board-approved maintenance service—currently Evan's Maintenance. The association agrees only to this limited liability. The board reserves the right to terminate this policy at any time.

2. All issues a unit owner may have with regard to written or implied warranties with Rockford Homes should be resolved separately by the unit owner having privity directly with Rockford Homes.

3. Issues or problems with regard to payment of association fees, fines, liens or assessments should be brought to the attention of Lynne Ehrlich at Case Bowen; her telephone number is 614-799-9800, ext, 28; her e-mail address is: lehrlich@casebowen.com.

4. Issues with regard to snow removal or landscaping services should be brought to the attention of Jerri Gaddis at Case Bowen; her telephone number is 614-799-9800, ext. 24; her e-mail address is: jgaddis@casebowen.com.

5. Any intrusion or change into or within the limited or unlimited common elements should be submitted to and be approved by your association board. For example, but not limited to, any removal of sod or expansion of the original mulched area must be approved by the association board. Any such proposal or plan should be submitted in writing to the association board for prior approval. Submittal forms are available from Case Bowen by calling _____.

6. The board in April will send a revised list of Rules and Regulations to all unit owners. Please read them and plan to comply to protect all our investments and to guarantee the good quality of life we expect at Glenabby.

Subj: **Glenabby Board Minutes**
Date: 3/29/2011 8:20:29 A.M. Eastern Daylight Time
From: hpaulino@insight.rr.com
To: jgaddis@casebowen.com, hpaulino@insight.rr.com, smithbirdhouse@aol.com,
smcdevitt@insight.rr.com, ddenish4107@aol.com, dparshall@insight.rr.com

GLENABBY CONDO ASSN. BOARD MINUTES
MARCH 28, 2011

The following are abbreviated minutes of a Board meeting called by Dave Parshall, for the purpose of Board review of changes to the Regulations Handbook adopted by Rockford on October 2, 2009, as well as to review a Guidelines Policy when unit owners should contact Case Bowen or the Glenabby Association Board.

Four Board members attended, Dave Smith was absent.

Dave noted several matters to bring the Board up-to-date. Jerri Gaddis has sent the names of two auditing firms and will be sending us a third name. Dave suggested, in view of the cost and our practical needs, we do an audit only of the last two years. He will also be renewing our Charter (which Rockford allowed to elapse) and Statutory Agent designation with the Ohio Secretary of State's Office. He noted that although Rockford Homes is probably an LLC corporation, that we are a non-profit, incorporated under Chapter 1702, Ohio Revised Code. Harry will inquire from a fellow attorney whether there are any advantages for us to switch to an LLC (Limited Liability Corporation). It was also noted that Linda Anderson, the State Farm representative, will be meeting with us in April to discuss our insurance coverages.

Next, the Board reviewed the October 2, 2009 Regulations and suggested changes to a number of different sections. Dave will draw up a revised copy of the Regulations incorporating the approved changes and forward them to Board members for final review, after which time we shall furnish a copy to Case Bowen for dissemination to all unit owners.

In addition, Harry Paulino had revised Dave's suggested Guidelines Policy. These were briefly reviewed and several changes suggested. Dave will also prepare a final copy of these for submission to all unit owners.

Harry Paulino, Secretary.

MINUTES
GLENABBY CONDOMINIUM ASSOCIATION
BOARD MEETING – APRIL 13, 2011

- Meeting was called to order at approximately 1:30 p.m.
- A quorum was established. Board Directors in attendance were Dave Parshall, Dave Smith, Donna Denish and Sharon McDevitt. Harry Paulino was not in attendance. Jerri Gaddis, Property Manager, Linda Anderson and Chuck Davis, State Farm, were also in attendance.
- Linda Anderson and Chuck Davis, State Farm Insurance, reviewed the Association's insurance policy and made recommendations for coverages. Board requests fidelity insurance and D&O coverage through State Farm.
- A motion to approve the March 28, 2011 minutes was made by Dave Smith and seconded by Donna Denish. The motion carried.
- Jerri Gaddis provided the Board with the March financial statements. Dave Smith, treasurer, requests a meeting be set up with The Case Bowen Company accounting department to review financial statements.
- The Board reviewed the owners who have a balance carrying over from Rockford. Due to these balances being very old and the fact the owners were not made aware of these past due balances, the Board agrees to forgive these debts.
- Dave Smith reported the Audit Committee has decided to hire an outside company. They are reviewing the proposals they have received. The Audit Committee will also select a company to perform a Reserve Study for the Association.
- The Association Rules and Regulations have been updated and will be mailed this week.
- Dave Parshall reported the Association's Charter and Domestic Non-profit have been updated and filed.
- Sharon McDevitt will create and submit guidelines for homeowners to address the Board.
- Jerri Gaddis was asked to contact Rockford to find out who was the concrete contractor.
- A property walkthrough will be performed on May 11, 2011 at 1 p.m. to note maintenance and violation issues.
- Jerri Gaddis will contact Ameriscape for date for mowing, mulching, etc.
- The Board approved exterior modification applications submitted from 5271 Abby Gate and 5320 Abby Gate. (attached)
- Jerri Gaddis to contact Evans Maintenance regarding various maintenance needs.
- The next Board meeting will be May 11, 2011 following the property walk.
- Donna Denish moved to adjourn the meeting and Sharon McDevitt seconded. Motion carried and meeting adjourned at 4:16.

Submitted by: _____

Jerri Gaddis

Date

Subj: **Glenabby Board Minutes**
Date: 6/4/2011 10:49:01 A.M. Eastern Daylight Time
From: hpaulino@insight.rr.com
To: igaddis@casebowen.com, hpaulino@insight.rr.com, smithbirdhouse@aol.com,
smcdevitt@insight.rr.com, ddenish4107@aol.com, dparshall@insight.rr.com

**GLENABBY CONDO ASSN. BOARD MINUTES
APRIL 23, 2011**

The meeting was called by President Dave Parshall to address the window caulking issue.

Board members present: Dave Parshall, Harry Paulino, Sharon McDevitt, Donna Denish and Dave Smith.

Dave presented a list of options. He had an estimated quote from Evans, our maintenance contractor, to caulk windows. Evans would charge \$100.00/unit on an individual call basis. If he has a contract to do all 48 units, there would be a reduced price of \$70.00/unit, or a total of approximately \$3360.00, which would be paid out of our reserve fund. He would inspect, remove non-functioning caulk and recaulk as necessary.

The discussion touched upon all four options.

It was unanimously decided that we would go with option No. 1, contracting with Evans to do all the caulking *and inspection for other issues* in the 48 units and see what kind of feed back we get.

Submitted by Harry Paulino, Secy.

* denotes addition made to reading of minutes.

GLENABBY CONDO ASSN. BOARD MINUTES
May 11, 2011

The regular monthly meeting was called to order by President Dave Parshall. Board members present: Dave Parshall, Harry Paulino, Sharon McDevitt, Donna Denish and Dave Smith. Jerri Gaddis attended for Case Bowen.

Dave Parshall began by inquiring about our monthly financials, particularly payment of association fees. Case Bowen has records beginning December 2010. All were current, with exception of two members. Case Bowen will begin delinquency notices as of May 1st.

Dave Smith stated the auditing committee had met. He suggested we begin with a one year audit, from April 2010 through March 2011, to address the \$70,000 funds reported for 2009... The audit should inquire into the source of these funds and their time relevance. He suggested that if there is a problem with the one year audit, we can go back another year. In 2009 there was a transfer of \$80,000 from Fifth Third Bank to First Merit Bank.

There is a \$10,000 balance left in our snow removal budget.

After a short discussion of audit company proposals, we will contract with Bodine and Perry, with an estimated cost for a one year study, \$3200.00. Jerri is to contact Jim Hunter and request their one year contract. Jerri is also to contact Rockford so as to make its records available for the audit. We also need Jerri to get us a date for the Criterium Liskay study.

Jerri stated we need at least two signers available to sign checks on the Reserve Account. We should switch from Huntington to US Bank. A Resolution was then signed by all board members to effect the change. At least one of the two should be available for signing checks; agreed that Dave Parshall and Dave Smith should be the signatories..

Dave Smith also reported, by reason of more units sold, Case Bowen fee is now \$900/month. There are some past due water bills. We should do a study how water usage varies among the units.

Dave Parshall noted a review of plants and shrubs, re removal and re-planting.

Under Dave's Old Business Agenda for this meeting:

1. Policy e-mails have been sent. Complaint from Barbara Guthoff's re her ant invasion. Dave spoke with her about this issue.
2. We have contracted with Evans Maintenance, for windows and other problems.
3. Both charters are on file with the Secretary of State's Office.

4. Dave Smith and Donna reported on visit to Case Bowen. Very well received. Reviewed financials and records. The use of parentheses in a line item indicates not a loss item but "under budget."

5. Jerri contacted Rockford regarding our crumbling concrete issue, she is to obtain names of contractors. Matt Concrete is reported to be out of business now. Dave suggested Criterium may have some idea about how to proceed on replacement of sidewalks. Jerri is to get us names of three concrete contractors; we should do the work before winter season.

6. We need Jerri to get us a date with Criterium.

Under Dave's NEW BUISNESS AGENDA:

1. Use of the Community Center: Donna and Sharon to take reservations and do e-mail notices. We should have a deposit of \$150.00 to clean carpet, if needed. Yard in back should be off limits. Dave stated that area is a common area; however we should be notified in writing how an owner proposes to use the area, the type of activity. Parties should move inside at 9:30 p.m. Cigarette butts should be collected. The pool table should not be used for food distribution. Dave thanked Sharon and Donna for undertaking care of the Community Center.

2. The May financials are completed and submitted to the Board.

3. Mowing: with wet weather, mowing has been less than acceptable, with wheel marks, scalping, etc. Reported to Jerri. Ameriscape Manger reviewed and issue is now resolved.

4. Curbing issue needs a plan of regulation. History here: Luke Wickline has used bricks in several areas. Others started with bricks. This creates a financing/re-financing issue as banks will look to how consistent and uniform the Association is controlling diversity. Dave then submitted for Board consideration a plan proposed by Joe Mohre, Sandy Kloeb, John Gentry and Dave Smith. Following discussion, the Board unanimously approved this plan.

John Gentry submitted a request to move the location of a bush being hit by the snowplow. The Board approved his removing four shrubs, these to be used to replace some shrubs at Judy Maa's unit. Lowell Windom also submitted a request to replace some plantings with boxwood. There was no objection to his request. Both John and Lowell will be advised their requests being approved

5. Luke Wickline has complained about Cheryl Hufford's relatives using a common parking area. Wickline is using Rumpke's services for his construction material trash removal. Followed a discussion about both issues. Jerri to send out letters to both parties.

6. Another issue: Sandra Kloeb's lights. She also has some paper "concrete"? blocks to extend her porch area, which should be removed.

Terry McGiffin to chair planning of a garage sale, to be held on Saturday, June 18th. A motion to approve the garage sale was seconded and unanimously passed.

The meeting was adjourned at approximately 3:35 p.m.

Respectfully submitted, Harry Paulino, Secretary.

Property of glenabby.org

Subj: **Glenabby Board Minutes**
Date: 7/13/2011 12:46:58 P.M. Eastern Daylight Time
From: hpaulino@insight.rr.com
To: igaddis@casebowen.com, hpaulino@insight.rr.com, smithbirdhouse@aol.com,
smcdevitt@insight.rr.com, ddenish4107@aol.com, dparshall@insight.rr.com

GLENABBY CONDO ASSN. BOARD MINUTES
June 8, 2011

The regular monthly meeting was called to order by President Dave Parshall. Board members present: Dave Parshall, Harry Paulino, and Sharon McDevitt. Donna Denish and Dave Smith were excused. Jerri Gaddis attended for Case Bowen. Andrea Caleodis, Account Executive for Choice Property Resources, Inc., attended to make a presentation about its "Telecommunications Revenue Share Program."

Andrea presented the Choice program. This basically involves giving a five year contract to Choice which then negotiates with a cable provider, giving it exclusive access to our cable TV wiring systems, negotiating down the price of our individual cable services, the monies saved being the revenue which is then shared with the Association, with a percentage to Case Bowen and Choice. There followed questions and discussion, no action taken.

Harry Paulino read the minutes of the last meeting of May 22, 2011, which were approved as read.

Jerri Gaddis submitted drafts of the letters to be mailed out to those in violation of rules and regulations. Following a discussion, the letters were to be revised and mailed out.

On June 20th, we meet with Ameriscape to review dead bushes, to be removed at no cost and replaced in the fall. John Gentry and Dave Smith wish to change bushes and will be asked to submit a change request.

There followed a discussion about Mr. Hufford's complaints about the Community Center rules which were published, mainly arguing about the noise level rule. Roger Klein had submitted a response. Also discussed was Mary Walter's problems with ants and ant debris, as she is absent for about six months during the winter months and her property is locked up with no apparent oversight. It was suggested we e-mail all owners to make some arrangement with others to oversee properties during longer absences. To prevent insect infestations, we should remove the mulch back from our foundations walls, to eliminate some of the moisture along the walls and later this year hire an exterminating company to spray chemicals (no drilling) around the foundations of all buildings, presently 13 in number. Immediate treatment of Joel Brooks's unit will be done by Terminex.

Regarding the audit, Jerri will contact Dave Smith to contact Bodine & Perry which we have already agreed to hire. We have also agreed to hire Criterium to do the transition studies. Wickersham will do the inspection. Columbia Gas is to be called about the yellow pipe in from of Maa's unit. It is also understood that we can paint utility lines, meters and fire hydrants.

Under new business, regarding snow plow damage to shrubs and curbs. We should use poles at non-curbed areas in winter so as to avoid plow damage.

Mary Walter suffered window water damage in her sun room during the time she was in Arizona. Apparently no one looked in on the status of her unit during her absence. Jerri is to have the maintenance person look into her situation.

The Electric Company to be notified to check the street light at 5317 Bridwell Lane, as it burns 24/7.

Water hoses should not be left lying around the units. The CC hose has been placed in Dave's garage and is now out of sight.

The Board approved the change request forms submitted by John Gentry and Dave Smith and to change their shrubs or plants. Dave suggested that the roses might be removed and replaced, but with a change request being first submitted to approve what is being substituted.

By agreement, the next board meeting is to be held in the CC at 1:30 p.m., on Wednesday, July 13th.

It was moved and seconded to adjourn, motion carried, meeting adjourned.

Respectfully submitted, Harry Paulino, Secretary.

GLENABBY CONDO ASSN. BOARD MINUTES
July 13, 2011

The regular monthly meeting was called to order by President Dave Parshall. All Board members were present. Jerri Gaddis attended for Case Bowen.

Harry Paulino read the minutes of the last meeting of June 8, 2011, which were approved as read.

Jerri Gaddis submitted a copy of a "Code of Ethics and Rules of Conduct for Board Members" which was reviewed and signed by each Board member. A copy is filed with the Minutes.

Dave Parshall reviewed the results of the Ameriscape "walk-through" noting several issues, lack of watering to maintain shrubs, the Maple bladder gall problem appearing on the leaves of those trees, and issues with pigmy juniper shrubs.

Dave noted that Mr. Evans had examined the windows; he noted some caulking had been omitted altogether and Mr. Evans then caulked or replaced caulking in all windows. He found one window installed upside down. Dave also discussed the cleaning of dryer vents, as they should be cleaned periodically. Upon examination by Mr. Evans, at least two of the vent openings in the roofs were inadequate, thus restricting the discharge of lint.

The Audit Committee reported the problems it was having in obtaining all records it needed from Rockford, as well as issues complying with Auditor Bodine Perry's requests. Our contact person is Debbie Byers. Jerri gave copies of the June financials to each Board member.

Dave noted that we have no evidence of carpenter ants. What we have are common, ordinary pavement ants which have been treated by all owners, except Brooks. Terminex submitted a quote to spray around all units, \$1,105/\$85.00/unit. After discussion, it was decided to defer any spraying at this time.

A contract has been signed with Criterium-Liszkey Engineers, at a cost of \$3300.00, to do a joint "transition/reserve needs fund" study of all areas. Art Wickersham, its representative, will be on the premises on June 25 and 26 to do the review.

There followed a discussion about the Gas Company and pipe markers in front of May's unit. A Gas company representative will be out soon to check this out. The electric light is still shining 24/7.

Under New Business, Dave began a discussion about actions to be taken with regard to "Sign/Messaging" violations. "Signs" continue to be an issue, as owners have "Welcome" and other messages. Declaration Article III (h) allows only Association-approved signs on common elements, (example, advertising an Association meeting) and "For Sale" signs when one is

selling his/her/its unit, to be placed on the inside of a window. It was the consensus to allow "Welcome" signs near a door and security-type "ADT" signs. All others should be removed.

Other violations noted include hoses lying on lawns and string-type lights and items hanging from trees. There followed a discussion about enforcement. More letters are to be sent out to violators by Jerri. What fines should be assessed for repeated violations? Following a discussion, it was decided unanimously that a first violation fine should be \$25.00. Repeated refusal, again after giving due notice, to cure the violation will increase the fine to \$50.00.

Dave presented his plan for transplanting Ink Berries this fall.

Terry McGiffin made a request to have a fall garage sale. The Association has paid for advertising for the spring sale but it was decided that those participating in the fall sale should bear the costs of that event themselves.

The date for the next meeting was set for August 17, 2011, at 1:30 p.m.

The meeting was then adjourned upon motion duly made, seconded and unanimously approved.

Respectfully submitted,

Harry R. Paulino, Secretary.

GLENABBY CONDO ASSN. BOARD MINUTES
September 14, 2011

[Prior to the meeting, Dave Parshall submitted the Agenda for the meeting. It should also be noted that a Special Meeting was held on Monday, Sept. 29, 2011, to address violations and to formulate the procedures for enforcement and fines.]

The regular September monthly meeting was called to order by President Dave Parshall. All Board members were present. Jerri Gaddis attended for Case Bowen.

The minutes of the August 17, 2011 meeting were read and a correction made to Paragraph 12, our windows being rated as 0.49, not 4.9. Upon motion and second, the minutes were approved as corrected.

At the August 29 Special Meeting, there was mention of "grandfathering" only three items: dogs, sod and block edging. This was again discussed and agreed upon that these are the only three items [to be] *that have been* "grandfathered."

Under Old Business, Dave Smith, for the Audit Committee, began the discussion with his analysis of the current Monthly Association fee of \$145.00 and the need to increase it, referring to the three or four plans submitted. He noted that all fees have been timely paid and that there are several people who have prepaid. We should pay the balances owing on the costs of the Transition Study and the Audit. We have budgeted \$16,578 for grounds maintenance for this year and have approximately \$13,300.00 left over at this time. With regard to Guardian water bills, all new owners should be notified that these are the obligation of each owner and are not collected through our Association fees. There may also be some Rockford units that should be paying water bills.

Mr. Cohen, of the Audit Company, had a question about two checks, \$ 2050 (4/2010) for \$702.39, another for \$672.50 and a 2010 bill for \$10,000.00 to Chemco for some water-related repairs which were an original Rockford problem, but were charged to the Association: 6275 Abby Gate Court, for wood floor repair and Pavic's stone repair. Our drainage and concrete walk defects should be under warranty. Jerri is to check Attorney opinion regarding Rockford's warranty exposure. Also John deRoche has been paid for some maintenance work here.

Under New Business, there followed a discussion of our enforcement/fine policy and procedures. Sharon McDevitt moved we adopt the documents presented, consisting of a Letter to Unit Owners, the Resolution to adopt the terms set forth for Enforcement and Fines and the Procedure to be followed, together with an Exhibit A, the "Fine Procedure" and an Exhibit B, the "Request for a Hearing" form. A proposed sample letter to be used for notifying unit owners of a violation was also presented.

The Mary Walters "colored lights" violation was noted. Jerri is to mail out a violation letter to her, CM, RRR. Next, a discussion of Yaegers' actions re doing their own lawn care. Their letter seeking approval was accepted and they will be notified that the Board is only

approving the maintenance of "what is presently there." Sharon moved to accept this program at this time, 2nd by Donna, carried.

Donley has the splash blocks to be installed under some of the downspouts.

Grounding and shielding of the gas lines was next discussed. One can obtain a gas line warranty from ABC Gas for \$85.00. The outside lines should be shielded and grounded. Jess Howard Electric has been contacted to give us an estimate of doing this work.

Dave Parshall submitted the Fall list for Ameriscape work, nine items. With regard to the sod issue, we will look at that next spring.

New violations:

May's have planted what looks like a pumpkin vine (no letter now);

Judy Maa, place has a vent coming thru the exterior wall; we do not know when this was done or its purpose;

Wendy now has a dog tether across her driveway, a safety hazard; Jerri is to send a letter to please remove it; and

Nicole Wickline filed a complaint about Hufford's: storing a pile of bricks next to the exterior wall and the daughter-in-law's car leaking oil. A letter is to go out to remove the pile of bricks and the oil leak (can be characterized as a nuisance; will wait to see if they move out after the wedding).

Issue of flags, school flags (Paul Caudill's Michigan flag) and ornamental banners. Resolution of this policy to be deferred until next spring.

Issue of tenants (non-owner occupants) and our control policy. We need to review our documents. To amend our Declaration we need 75% consent and this is not possible as long as Rockford has ownership of some units which may be rented out.

Dave Smith returned to the Association fees; he recommends a \$10.00 increase for 2012. We need to obtain Art Wickerham's final Reserve Study for further evaluation. Cohen's audit is complete.

M. J. and Yaeger's have had water leakage in sun rooms. Jerri it to have roofer look into the problem. Someone complained about Rumpke backing trucks over lawns; Dave says there seems to be no damage, but he will talk to Rumpke.

The Kents submitted a request to use paving blocks or bricks inside their patio to even out the grade between the concrete and the fence, as there is a danger of chairs slipping off and people being injured. Sharon moved to approve their request, seconded by Donna, carried.

Next Board Meeting is October 5th, Wednesday at 1:30 p.m. Motion made and seconded, carried to adjourn.

Respectfully submitted by Harry Paulino, Secretary.

Subj: **Glenabby Board Minutes**
 Date: 10/11/2011 10:40:19 A.M. Eastern Daylight Time
 From: hpaulino@insight.rr.com
 To: igaddis@casebowen.com, hpaulino@insight.rr.com, smithbirdhouse@aol.com,
smcdevitt@insight.rr.com, ddenish4107@aol.com, dparshall@insight.rr.com

GLENABBY CONDO ASSN. BOARD MINUTES

October 5, 2011

The regular monthly meeting was called to order by President Dave Parshall. All Board members present, except Sharon McDevitt (excused). Jerri Gaddis attended for Case Bowen.

Minutes of the September 14, 2011 meeting were read and corrected as noted on the minutes as re-published. Upon motion by Donna, seconded by Dave Smith, the minutes were approved as corrected.

Regarding M. J. Yaeger, Rockford had apparently given them permission to do their own lawn care, as an exception to common element rules. We will notify them that they may continue the practice as it presently exists, but nothing new will be allowed. (It was also understood by Board discussion, that such permission may be withdrawn.)

Dave Parshall reported that the transplanting by Ameriscape went well. He has also appointed a committee to study the banner issue with a view towards developing policy.

Jess Howard Electric submitted a proposal to ground the gas lines, which involves getting into the attic of one of the units in each quad to run the proper wires. Dave Smith moved to approve the contract, seconded by Donna, motion carried.

Dave reported the Enforcement and Fine Policy has been mailed to all unit owners.

With regard to transition construction issues, it is time we look into legal representation to confront Rockford. Jerri Gaddis has contacted several law firms which represent Condo Associations in such matters and their proposals will be reviewed.

With regard to a warranty problem, Dave Smith repaired his walkway and was assured by Rockford that it would pay the bill, but has since reneged and sent the bill back to Jerri. Rockford did, however, replace the walk in the unsold unit next to Barry and Wilma Kent. Our streets and non-code furnace vents also present warranty issues

Other "Visible Area" issues (see page 4 of the Declarations) involve statues and religious objects. For example, the new residents at 5282 Bridwell Lane have a chain of symbols hanging inside a sun room window as well as a pink curtain or sheet. The owners have represented to Dave they will be getting blinds and Dave will follow up by personal contact.

The Audit Committee, by Dave Smith, reported we should be getting the Audit Report within a few days. Rockford would like a copy.

Donley Gutters, which has been paid ½ up-front, indicated again it would be here on Friday, Oct. 7th, to install the drain blocks.

Under New Business, the semi-annual General Owners Meeting will be held at 7:30 p.m. on Oct 27th. The Board will meet at 1:30 on the 19th. We should request the owners to submit

Tuesday, October 11, 2011 AOL: SMITHBIRDHOUSE

any issues prior to our meeting on the 17th. Dave will do an Agenda and publish by e-mail. The Audit Committee will furnish a Budget.

All dues are current. A letter had inadvertently been sent to Joe Mohre about monthly fees; he apparently had prepaid, so there is no issue here.

The new monthly fee coupons will be sent out in December, with a copy of our Budget, Profit and Loss Statement and Balance Sheet.

Violations: a First Notice will be sent to Huffords, re pile of bricks and daughter-in-law parking issue. Dave to address the "pink" window dressing. A dog belonging to one of the Medor brothers has burnt the grass in front of his place; he will receive a letter next spring to repair at his cost. Sandy's continuing issues: she dug up an Ink Berry plant (which is common property) and intended to give it to a friend of hers. Dave took the Ink Berry and replaced a dead plant in Judy Maa's area. There have been some complaints about Sandy's area being excessively used with plants and other items. Sandy Kloeb's request to remove the first Ink Berry was approved retroactively, but the approval was denied to remove the second Ink Berry; it will be removed next spring by Ameriscape and transplanted to another unit.

Dave and Harry visited McGiffin's who are having a problem with mold on the window sill in sun room. Jerri was notified. The drywall was removed; Pure-O-Clean treated the wood and John DeRoche found a large gap in exterior concrete, filled the void and caulked. This is a water-leak insurance issue; we pay \$500.00 towards the cost of repair. Another problem remedied there, water running down off roof and over window in sun room; John DeRoche installed flashing.

Master Clean will clean the carpets, including scotchguarding, in all three rooms in the CC a cost of approximately \$163.00. After that, it was approved to purchase a Bissell from Kohl's to be used by us to do future carpet cleaning as need. An expenditure of up to \$140.00 was approved, moved by Donna, seconded by Dave Smith, carried.

The sink problem in the CC has been repaired by Joe Coffman, plumber from Gahanna. He found the faucet not installed properly and the hot/cold controls had been installed in a reverse position. Both items were repaired. His \$90.00 bill was referred to Jerri for payment.

There followed a discussion whether we should charge a maintenance fee to use the CC, in addition to the \$150.00 deposit to cover damages, if any. Harry moved we charge \$20.00 maintenance fee for supplies such as cups, plates, paper towels, etc. for use during community events. Donna seconded, motion carried. Owners using the CC for their own purposes should supply their own cups and plates.

Dave noted that the CPD had been here to investigate the entering of Paul Comtois unit, which is empty as they are selling and relocating. A U-Haul van, in broad daylight, had been used to remove all the appliances. Dave will inquire of him regarding the facts of this event.

Next Board Meeting will be on Wednesday, Nov. 9th
Upon motion duly made and seconded, the meeting was adjourned.

Respectfully submitted, Harry Paulino, Secretary.

Subj: **Glenabby Board Minutes**
Date: 11/11/2011 2:35:03 P.M. Eastern Standard Time
From: hpaulino@insight.rr.com
To: jgaddis@casebowen.com, hpaulino@insight.rr.com, smithbirdhouse@aol.com,
smcdevitt@insight.rr.com, ddenish4107@aol.com, dparshall@insight.rr.com

GLENABBY CONDO ASSN. BOARD MINUTES
November 9, 2011

[Prior to the Board's regular meeting, Corey Theurkopf and Engineer Don Wick, for Rockford Homes, arrived to discuss the McGiffin water issue. Upon their departure, we started our regular monthly meeting.]

The regular monthly meeting was called to order by President Dave Parshall. All Board members were present. Jerri Gaddis attended for Case Bowen.

The Minutes of the last regular monthly meeting having been distributed previously to all Board members, upon motion by Donna Denish and seconded by Dave Smith, the minutes were accepted as published. Harry Paulino noted that the minutes of our special Fall Membership Meeting had been reduced to writing and delivered to all Board members and Jerri Gaddis.

Dave Parshall reported that a signed contract had been mailed to Jess Howard Electric and that we have finally heard from that company that it will start work now on grounding the gas lines where needed.

Legal issues will be referred to the law firm of Loveland & Brosius. Attorney Tom Johnson is also with that firm. Sharon McDevitt moved that this firm represent us, seconded by Dave Smith, the motion carried.

The Audit Committee report, October financial statements have been received from Case Bowen, with the 2012 Budget. Pages 1 and 2 of the financial statement are to be mailed with the 2012 monthly coupons for Association fees.

Under new business, there followed a discussion about Terry McGiffin's water problem. McGiffin had requested a City Investigator look at his sun room walls which has been done. A "stop work order" has been issued by the City, which requires a City License to proceed so that the City Inspector may oversee the remedial work

There followed a discussion about furnace maintenance, regarding motor problems, dust and oil leaks, and the costs of repair.

Concerning the Comtois theft, we are self-insuring, rather than submitting a claim to State Farm, as this procedure best serves our interests. As our insurance has a \$2500.00 deductible, Mr. Comtois will be receiving only an amount over and above that amount, to be determined by using the replacement costs submitted by Linda at State Farm, rather than the purchase amounts on Mr. Comtois' closing statement at the time of his purchase. Thus, the formula is: Replacement cost of \$3,168.34 + \$95.00 (plumbing expense) + \$80.61 (to replace front door locks), less the deductible, \$2,500.00, equals a check to be issued for \$843.95. It was decided not to change the present coverage language in our community insurance policy.

New or continuing violation problems: the couple, Gautam S. Shirhattikar and Sunitha Lakshminarayanan are being sent a First Violation Notice regarding their pink curtain/shade which continues to hang (though with somewhat less hue) in one of their windows although

Monday, November 14, 2011 AOL: SMITHBIRDHOUSE

Dave Parshall told them about it on 9/23/11. In addition, it has been observed that they disregard both the Stop Sign and the posted speed limit.

A First Violation Notice letter will also go out to Joseph Mohre family, to remove the large shrub/tree in the tub which blocks the front walk and window. In addition, Eric has been observed allowing the dog, Muffin, to wander around unleashed, contrary to regulations. Additionally, the OSU flag/banner is waving in the breeze 24/7, while the rules allow this only on game days, to be removed later that same day.

We had a short discussion about the Panzer TV cable which runs across the quad roof and can be a potential fire hazard. No conclusion reached as this issue needs further exploration.

Dave Smith moved to approve Dave Parshall's request for reimbursement for incurred Association printing costs in amount of \$91.44; Dave Parshall presented a receipt to Jerri; Donna Denish seconded the motion; upon vote, carried.

The final Rules and Regulations have been printed and submitted to Jerry. These will be mailed out to all unit owners with the coupon books.

Ameriscape is cutting the grasses today.

We will request John deRoche to extend the roof downspouts on Wendy's roof and the other units in that quad, so as to circumvent the dryer vents.

The next meeting will be held on Wednesday, Dec. 7, 2011, at 1:30 p.m.

Donna Denish moved to adjourn, seconded by Sharon McDevitt, motion carried.

Meeting adjourned. Harry Paulino, Secretary.

Subject: **Glenabby Board Minutes**
Date: 12/12/2011 2:09:24 P.M. Eastern Standard Time
From: hpaulino@insight.rr.com
To: igaddis@casebowen.com, hpaulino@insight.rr.com, smithbirdhouse@aol.com,
smcdevitt@insight.rr.com, ddenish4107@aol.com, dparshall@insight.rr.com

GLENABBY CONDO ASSN. BOARD MINUTES
December 7, 2011

The regular monthly meeting was called to order by President Dave Parshall. All Board members were present. Jerri Gaddis attended for Case Bowen.

Donna Denish moved to suspend the reading of the minutes of the last regular monthly meeting as they had been distributed previously to all Board members; her motion was seconded, carried and the minutes of the last meeting were approved as published.

Dave Parshall mailed the check issued to Paul Comtois in the amount of \$843.95. Jess Howard Electric had started the grounding of the gas lines with Pat Huggard's unit being the first one done; That on 12/19, they will do the Office quad and then complete the three remaining units. That the "pink sheet" violation had been cured and that the couple was aware of speed limits and abiding thereby. That the Mohre game flag was being flown in conformity with rules.

Dave Smith, for the Audit Committee, suggested reviewing our finances for the 2012 maintenance issues. He also suggested investing in a CD "laddering" program for additional income. He raised a question about Guardian Water bills (more later).

Dave Parshall noted that the Rockford butane cans, which had been moved around to different garages, are now off the premises. Dave had called the Fire Department and an Asst. Chief had come out and inspected the containers and issued a ticket/notice to Rockford. They were then removed.

A discussion followed reviewing the McGiffin problem. Although the meeting with Corey and Don Wick was somewhat "cool", the Rockford construction man at a subsequent meeting at McGiffin's was more cordial and amicable (after Rockford had learned about the need for a building permit to repair the sun room); repair work was to start on Dec. 8th. We believe Rockford has been aware of prior water problems arising from poor materials and workmanship, with tar paper only being used as a water repellant material, as it is now using some Tyvek in recent construction. The stone that is being used is porous; in addition some type of sealant should be applied over the cement sills.

The next discussion concerned the meeting with Atty. Bill Loveland. His responses were somewhat general. The BIA warranty booklet creates express warranties. There may also be a 15 year warranty in effect by reason of Ohio Revised Code statute of limitations for filing suits on a written contract (or perhaps on express warranties in writing). Dave viewed the Kaman and Cusimano web site for information re what developers must provide to associations. Our Declarations were filed on Feb. 16, 2006. The sales office probably started in March 2006. Dave Parshall moved in and later found his building permit was dated later. We now know the name of the architect who drew plans for the units. For "hard-ball" legal representation, names of Bill Kepko (Mt. Vernon) and an Atty. Savage were mentioned. Our search will continue.

Recent violations: Wickline has again dropped off more construction trash for Rumpke, window frames and wood scrap. He has had prior warnings and if he has dropped off more trash

for tomorrow's pick up (Thursday, Dec. 8th), we should send out a \$25.00 fine letter.

Next discussion was Donna Denish's water meter reading problem. Although she was getting a bill varying from \$15-17, her meter read zero usage. She called Guardian and a mechanic came out to check things out and charged her \$75.00 (?). His conclusion was that Guardian's people were reading the wrong meter. We discussed then, with Jerri's input, the usage at various units. Donna and Jerri will contact Guardian with regard to a refund.

Rumpke collection was late last week, as the September bill apparently had not been paid. Jerri called Rumpke and they arrived later on Thursday. The problem was Rumpke's mailing the bill to Case Bowen to an incorrect address.

Dave reported that Andi Allen (Sue Allen's daughter) has volunteered to do a Newsletter for us. Dave will request a copy to him prior to publication. We will do some Board news, social news, new owners, other news items of interest to all. Maybe publish it quarterly or every four months.

We will ask John deRoche to re-direct storm water around and below the dryer vents. McGiffin asked about Mays' grasses not being cut and blowing around. Dave asked Ameriscape which reported that the owner had requested they not be cut; it was then cut, causing John May to complain, Dave replying that these grasses are common-ownership property. John's inkberries are doing poorly and may have to be replaced/replanted elsewhere.

We will need elections at the next General Membership Meeting, as Board terms for Dave Smith and Donna Denish, being one-year terms, expire. Our meeting must be held within 14 months of Feb. 16, 2011, our Transition Membership Meeting date. Thus the tentative date must be in April 2012.

For the record, our terms of office are:

One year terms, Donna Denish and Dave Smith	Expire April 2012
Two year terms, Harry Paulino and Sharon McDevitt	Expire April 2013
Three year term, Dave Parshall	Expires April 2014.

Next Board meeting to be held Wednesday, Jan. 12, 2012, 1:30p.m.

Donna Denish moved to adjourn, seconded by Dave Smith, carried and adjourned.

Respectfully submitted, Harry Paulino, Secretary.