

**Founder's Ridger Homeowner's Association
Minutes from Meeting of Officers and Trustees
March 27, 2003 at Don and Joy Cooper Residence**

Present: Don Cooper (President), Laurie Jacques (Vice-President), Mardene Kelley (Secretary), Phyllis Byer (Trustee), Brad Loetz (Trustee), Troy Schmitt (Trustee)

Absent: Carol Foerst (Treasurer)

- 1) Don Cooper, President, called the meeting to order at 7:00 p.m.
- 2) Minutes from officer's meeting of 3/4/03 were approved as presented (Loetz/Schmitt)
- 3) No corrections to Minutes from Special Annual Meeting were noted. These will be approved at the next meeting of the full association.
- 4) There was no financial update because of the absence of Carol. We did receive a report, however, that there are still 12 lots which have not paid their annual dues. The Trustees took the following motion:

This is to request and authorize Ms. Carol Foerst, treasurer, and Ms. Mardene Kelley, secretary, to file property liens for the past-due annual association dues plus all associated costs on or about 4/1/03. (Schmitt/Byer) carried.

5) Old Business:

- a) Jack Oruch reported tree damage by the snow removal crew. Outcome: leadership team agreed that snow removal was a problem this past winter. We propose that systems be put in place for future winters to better manage snow removal and track date and time when services were received.
- b) Mardene Kelley reported that the tree which was planted by the sidewalk on Morgan Lane appears to be dying. This is a warranty issue which the Trustees will address.
- c) The clean-up of the treed area along PineGrove Place (dead tress, sticker bushes, etc) still has not been completed. Brad Loetz volunteered to do this project so that only the appropriate "junk" gets removed. There will be, however, costs associated with hauling the brush away. Trustees will oversee this project.
- d) Drainage—agreed this is a problem. Understand that it is a home-owner issue—it is not an association problem. Troy and Brad, however, have some suggestions for potential solutions. They will work with homeowners on Founders Ridge Drive as appropriate to discuss solutions—simply as neighbors, not as officers of the association.

- e) **Gates—Don will check with Leroy to see where we are as far as passing out the gate keys. Don will also check with Bill to see if he still plans to paint the gate boxes. Don had the signs which will be installed. Who pays damage: if an association member damages the gate, we would assume they would pay for costs. If the damage is done by “person unknown”, the association will pay the costs.**

- 6) **New Business:**
 - a) **Committee appointments for 2003:**
 - i) **Maintenance Committee:**
 - (1) **Roles/Responsibilities**
 - (a) **Maintain landscape**
 - (i) **Hire and manage lawn contract**
 - (ii) **Hire and manage snow removal**
 - (iii) **Identify and do appropriate tree removal and reforestation**
 - (b) **Keeps gates working**
 - (c) **Pond Issues**
 - (d) **Street Maintenance**
 - (e) **Getting the rest of the Sidewalks installed**
 - (f) **Being sure that lot-owners are billed for any clean-up done on lots which are not maintained**
 - (2) **Membership: We propose that the 3 trustees assume responsibility for these tasks in addition to appointing one at-large member. Don will contact LeRoy Pontzloff to see if he will be the at-large member. Brad Loetz agreed to be chair.**
 - ii) **Design Committee**
 - (1) **Roles/Responsibilities: review all new-home designs.**
 - (2) **Membership: Troy Schmitt (chair), George Parker, Lisal Gorman**
 - (3) **Troy also reported that when the designs are received for the two houses at the front entrance, these will be brought to the full leadership council for comment and review.**
 - iii) **Social Committee**
 - (1) **Roles/Responsibilities: plan and supervise the July 4th picnic**
 - (2) **Membership: Joy Cooper (chair), Don Gorman**
 - iv) **Regulation and Bylaw Committee**
 - (1) **Roles/Responsibilities: Prepare a document which concisely informs members about the rules and regulations.**
 - (2) **Membership: Laurie Jacques (chair), Barry Akers. Laurie will contact Barry.**
 - (3) **Issues: Some additional association rules have been added during the past two years; some issues are simply not defined.**

- b) Election of Officers/Trustees for 04. As a leadership council we are going to propose that the FY 04 elections be held in two phases—officers first then trustees to allow greater flexibility.**
- c) Treasurer: We discussed issues regarding financial internal controls. Each of us will collect data about how other homeowner associations operate. We will continue dialogue at a future meeting.**

7) Adjourned

Leadership Team for 4/2003 to 4/2004

Officers: Don Cooper, President: 475-6960
Laurie Jacques, Vice President: 476-2797
Carol Foerst, Treasurer: 471-1282
Mardene Kelley, Secretary: 337-9763

Trustees: Troy Schmitt, 471-6134; Phyllis Byer, 337-1860; Brad Loetz, 428-4328

Maintenance Committee: Leroy Pontzloff, 337-1256; Troy Schmitt, 471-6134; Phyllis Byer, 337-1860; Brad Loetz, 428-432

Design Committee: Troy Schmitt, 471-6134; Lisal Gorman 428-8685; George Parker

Social Committee: Joy Cooper, 475-6960; Don Gorman 428-8685

Founder's Ridge Phone Directory: Mardene Kelley, 337-9763

**Mardene Kelley
Secretary**