

## HOA meeting minutes – May 4, 2020, 7-8 p.m. (via Zoom)

*Present:* Evan, Shaman, Brandan, David, Rebecca, Shelley, Martha. *Absent:* Chad, Sharon.

### Deed restrictions issues:

A few questions have come in from residents about *swimming pools*, given anticipated closure of city pools due to coronavirus pandemic (including: [REDACTED]). For the initial portion of the subdivision (lots 1-109) there is clear stipulation in the builder-supplied deed restrictions of no above-ground or in-ground pools. Guidance is unclear in terms of restrictions in the latter half of the subdivision. For now our disposition is to respond “no” to the requests, especially as regards to lots 1-109, but additional study and evaluation is needed.

*Fences* – our current guidance is: no higher than 6’, made of “natural materials” including natural-looking composite. No chain link. We have observed a few cases of wood fences augmented with visible “chicken wire” that do not look good. We noted in particular a fence inquiry from [REDACTED], on 5/3/2020.

Whatever the ambiguities and inconsistencies in the original deed restrictions documentation, we expect to work out clearer language in new HOA regulations to guide us going forward. Brandan has suggested adopting a “design review board” (DRB) approach, where homeowners supply detailed proposals including materials to be used, etc. to the HOA DRB to evaluate and approve.

### HOA Board Membership – departures and additions

This will be Brandan’s last meeting as treasurer. He plans to move in mid-June; but will remain available for questions etc. We welcomed Rebecca Smith as new treasurer ([REDACTED] [com](#)); **Brandan** is working with her on the transition.

Also received an e-mail expressing interest in HOA board membership from Brian Bogue, 2247 Hackney Ct, [REDACTED] [@gmail.com](#) on 4/29/20. Evan will call Brian to explore his interest in the HOA.

### Financial Report including HOA dues collection status

End of April bank account balance: \$ [REDACTED].

In addition to the mailings from early March, we had the signboards out through the end of April with reminder, plus David posted a reminder and PDF of the dues form on Facebook in late April. To date, there are 54 non-paid households; Brandan will approach a known new owner on Converse Court – if they pay now, that would leave **53 houses non-paid**.

Shaman suggested some leniency and flexibility with regard to “slightly late” receipt of payments. But the issue of approx. 25 chronic/repeated non-payment households remains an issue for us.

### IRS/HOA legal status

Shaman offered an update from meeting with Mularski, Bonham, Dittmer, Phillips & Steele, LLC (Mularski et al., <https://www.mbdplaw.com>) on 4/17/20. Our HOA had “expired”, so the organization would not be legally recognized in the state of Ohio. As long as this is true, we can’t hold people liable or enforce anything.

Mularski et al. will be statutory agent for us from now forward; \$175 charge for first year. Brian Long (of Mularski et al.) will proceed with IRS form 1120H (est. \$250-350) and will file annually starting this year. Brandon doesn't know when it was last filed; we will see if there is follow-up by/problem with the IRS; there should be no tax owed/due given nature of HOA. The requisite legal steps should be "up and running" in 1-2 weeks.

Recall that we "own" both names, Coventry Civic Association and Hilliard Rome Road Homeowner Association. The trade names expired; they will renew for \$39.

As HOA Board we anticipate moving forward with a model of five "trustees", with officers chosen from among those five; we probably "need" a President, Treasurer, Secretary – may not need to specifically designate vice president(s) as such. HOA board decisions would be by majority vote of 5 trustees. (Note that number of trustees does not need to be "5"; that just seemed like a workable number for us.)

**Shaman** recommends that we create a set of five flashdrives, so that each officer(/trustee) is in possession of the official HOA documents. **Evan** agreed to purchase the requisite flashdrives.

[Note from **David**:

### **Insurance**

There is general agreement that we should have liability insurance as an HOA, and Martha received several quotes from insurance agents. From the quotes received, the board approved proceeding with R. Matt Gardner (Mitchell Insurance Agency) @ \$562/year (\$47/month). It provides for \$1M coverage for HOA liability and \$20K for the two Coventry signs. [Note from David:

### **Lawn Care Proposal**

Evan had forwarded a proposal from Hickman Lawn Care dated 4/19/20 for lawn care of the front entrance area (Reebok @ Rome-Hilliard) including turf care and landscape care for a total of \$3955 for the season. The board accepted the proposal for this.

The question arose regarding the Coventry's 'Landscape Committee' having a role to help us keep down the cost; however, the committee has not been in operation for the past year. **Shaman** will reach out to Sharon regarding our decision to proceed with Hickman.

### **HOA Storage Unit**

The idea has been mentioned several times over the last 6 months, with a variety of marginally acceptable quotes given by nearby storage unit facilities. We reevaluated the HOA's possessions needing storage: (1) four "totes" and one file cabinet of archival material; (2) a fold-up 10X10 canopy for events (currently with Chad); (3) garage sale banners; (4) three sign boards (currently with David).

All of the HOA assets are currently held in individual homes, so we decided not to pursue the storage unit issue for the time being. We may revisit the topic in the future depending on need.

**Minutes by David Connolly; next meeting June 1, 2020**