

HOA meeting minutes – June 1, 2020, 7 p.m. (via Zoom)

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

Shaman had prepared the proposed agenda; Evan invited Shaman to lead the discussion for this evening's meeting.

Old business:

Flash drives were purchased by Shaman for the officers/(future) trustees. Brandan received them and Rebecca has them currently. They will go to David for addition of the archival material he has as secretary. Since David is relatively new to the board, he asked for sharing/transfer of any existing electronic archival materials to him. He will plan on storing and periodically updating the repository of materials for the flash drives. The existence of the shared drives will help to ensure preservation of HOA information and records going forward.

Landscaping contract/status: Evan contacted Hickman Lawn Care around May 20 to affirm our acceptable of their proposed contract. David called Evan on May 25 seeing that no work other than mowing had been done to date (no mulch, etc.). Evan indicated that Hickman will provide an itemized statement of work at the end of the season. Both signs were extensively cleaned and look great. (Thanks to Steve and Sharon for their work.)

HOA Insurance forms for Coventry Civic Association were filed with Mitchell Insurance Agency (Erie Insurance Co.), effective 5/15/20-5/15/21. Cost for the year was \$562. Martha is listed as contact.

Evan reached out to resident Brian Bogue, who is interested in serving as a trustee. Resident Liz Skerl is also interested.

New Business:

Financial report: Rebecca has replaced Brandan as treasurer effective this meeting, and reported current account balance of \$[REDACTED]. Shaman was added to the HOA bank account with Evan. We will be adding Rebecca to the account soon to make things easier for operation of the HOA. Checks were also ordered.

Food truck rally/event: Is planned for Saturday, June 27, 4:30-7:30 p.m. Shaman has reached out to numerous food truck vendors with a few commitments; hoping for more trucks. [Shaman posted the event to Facebook on June 3; David updated the website on June 6.]

Depending on how many vendors are interested, we will look to spreading them out throughout the neighborhood. Shaman will design a flyer to distribute to all the residents encouraging participation, and David will work with Shelley to set up/put out the signboards.

We are interested in contacting CPD and CFD on possibly at least driving vehicles around to show community support. Shaman is in communication with Hilliard Parks & Rec for possible wider promotion of the event. Current vendors who have already said yes are Tortilla and Kona Ice.

HOA Legal Status/Issues:

All HOA documents have been filed; however, the State of Ohio office/website have been down and/or delayed. The state is backed up “6 weeks” due to COVID-19 (as of three weeks before meeting). The lawyer Jeff’s office may hand deliver the documents at no additional cost to speed up the process.

In the effort to renew the HOA back in early 2019, when the original vote was conducted, we did not send a copy of the records to the Franklin County Auditor. We will need to do ASAP. (Evan has forwarded the Excel document with votes per household including addresses/lot numbers; Evan affirmed that he also has hardcopies of the vote records.)

The vote was actually required for lots 1-106 only; we needed 54 votes and did have in excess of that number. (Rules for lots 107-193 stipulate for automatic renewal of the HOA.)

Once the vote documentation is sent in, we will be officially recorded as renewed. We will then need to let lots 1-106 know that these documents have been renewed; ordinary US mail is recommended, addressed to the resident specifically.

Looking ahead to new by-laws: Shaman suggested that we look for 2-3 sets of bylaws available on the Franklin County Auditor’s website, to get ideas for how we might revise and improve our own. Ideally we will adopt one set for the whole neighborhood (Lots 1-193) rather than continuing with the divided status that exists since the subdivision was set up.

Our annual fees of \$25/year are very low compared to most HOAs and limits our options in terms of services and projects we can undertake. New bylaws should stipulate options for reasonable increases, but with language that protects residents (for example, no increase larger than 5% in a year).

At the next meeting we should evaluate the other bylaws reviewed and discuss what we “like and don’t like” in them in considering our own.

Election of new trustees:

The HOA Board wishes to shift to a model of trustees/officers, for which elections should be carried out soon. (Note that we do need to give 30 days’ notice to the residents.)

Shaman proposes the following structure:

- There will be five trustees, that all must be Coventry residents
- Four board members will be appointed by the trustees: President, Vice President, Treasurer, Secretary. (The board members can be, but do not have to be residents.)
- Each of the board members will have defined rolls and responsibilities. (For example, the president may be responsible for signing the checks, conducting meetings, etc.)
- This model will help keep the HOA running smoothly and avoid a situation where one person is doing all the work, etc.
- The trustee and officer terms will be staggered two-year terms, so that not all members change at once.

(Additional details yet to be worked out.)

At this time, HOA board members Shaman, David, and Rebecca wish to remain as candidates for trustees; Chad and Evan communicated their plan not to remain at this time. Additionally, we expect Brian Bogue and Liz Skerl to be trustee candidates.

Communication plan:

Rapid communication will be needed for both the Food Truck event and the trustee elections.

Along with posting on Facebook, Shaman will arrange for flyers to promote the food trucks ASAP.

David will collaborate with Shelley on updating and placing the signboards.

David and Shelley will draft a newsletter ASAP, with possible help from volunteer newsletter writer Emily Sayer. [David contacted Emily on June 6, and she has offered to help.] Martha offered to help with printing the newsletters. Newsletters might be best hand-delivered to all homes in the neighborhood?

All of these steps should be completed no later than the weekend of June 13-14 (two weeks in advance of Food Trucks).

Public invitation to join HOA Meeting – 7:45 p.m.:

Shaman had issued a public invitation for community members to join our meeting at 7:45 p.m.

A small number of residents and former board members joined for discussion, which focused on the issue of a few recent inquiries about above-ground pools despite Coventry deed restrictions against them. We were joined by a resident with a specific request for approval of such a pool.

There are three important issues that were reviewed and clarified:

1. For lots 1-106 of the Coventry, the “Covenants and Restrictions” dated Feb. 3, 1989 stipulate that “No pools, swimming or other type shall be permitted... constructed on and/or above the ground level of the lot” (Article I, 2.). (Hence, “in-ground” pools are not prohibited.) The resident making the request is located in the lots 1-106.
2. The Coventry HOA and said Covenants and Restrictions were both set to expire on Jan. 1, 2019; however, a majority of residents voted to extend both for an additional term of 10 years in accordance with said Covenants and Restrictions, Article II.
3. The restrictions for Coventry lots 107-193, on the other hand, are silent on the issue of pools.

Former treasurer Brandan joined in the discussion. We emphasized the wish to review and reassess these rules by which we are currently governed, potentially replacing them with the model of a “design review board” who would evaluate and approve projects instead of relying on prescriptive rules about pools, fences, sheds, etc.

Compiled by David Connolly – June 6, 2020