

**Hilliard-Rome Road Civic Association**  
**Trustees Meeting**  
June 1, 2021

Minutes of the Trustees Meeting of the Hilliard-Rome Road Civic Association  
(aka Coventry Civic Association), Hilliard, Ohio held via Zoom on June 1, 2021, 6:30 p.m.

**I. CALL TO ORDER**

Trustee Shaman Sharma called the meeting to order at 6:45 p.m.

**II. ROLL CALL**

Roll call of trustees/attendees was completed by the President:

Present: Rebecca, Shaman, Shelley

Absent: Brian, David, Martha

Also Present: None

**III. APPROVAL OF THE MINUTES OF THE REGULAR MEETING**

It was moved and seconded to approve the minutes of the Regular Meeting of May 3, 2021 as submitted by the Secretary. Motion Carried.

**IV. FINANCIAL REPORT**

A. Rebecca gave the report as follows:

a. Total assets as of today: \$ [REDACTED]

b. Delinquencies currently stand at \$ [REDACTED] (49 households).

i. Of the 49 households, 24 have not paid the 2021 annual dues.

B. We agreed to send letters annually, to delinquent residents to alert/remind them of their status.

a. Discussed again that if residents have trouble paying their annual dues/delinquent amounts due to extenuating circumstances, they are encouraged to reach out to the HOA to discuss payment options.

C. In pursuing payment from the top six delinquent accounts (in terms of amounts owed), none of them responded to the final notice; their account information has been sent to our attorney for collections; the approx. \$80 fee for this will be added to the residents' amount due.

D. Two properties have paid off their liens. Shaman is working with the attorney on having the liens released.

E. Secretary to put together a fee schedule showing annual dues, how late fees are calculated, attorney fee to release lien, attorney fee for collections, etc.

**V. PRESIDENTS REPORT/OLD BUSINESS**

Shaman gave the report as follows:

A. *Landscaping*: The job had been delayed due to frost, but the landscaping at the entrance signs is now complete. The landscaping cost will end up being a large part of our 2021 expenses, but 2022 landscaping costs should be lower since most of it should be maintenance of what was done this year. Martha spoke with the residents whose properties are adjacent to the signs, and they have agreed to water the plants regularly. Shaman notified the Landscaping

Committee Chair of this, and asked that the landscaping be monitored by the Landscaping Committee Chair to ensure plants are being watered and remain in good health. If the plants are not watered and do not survive, the HOA is unable to afford the expense of replacing the plants again this year. Vice President is to look into obtaining estimates for potential repairs to the wood and paint on both Coventry signs.

- B. *Resident Complaint- Neighbor trash:* We discussed the issue brought to the HOA's attention by a resident. They were concerned about the amount of trash on the side of their neighbor's house. As we discussed in last month's meeting, the HOA will try to work with residents on such issues, but the resident should first attempt to respectfully address the issue with their neighbor. If the problem persists, the HOA could then step in to assist, if necessary. We noted that in cases of violations of city laws/regulations, reaching out to the city is likely to be more effective than asking the HOA to intervene.
- C. *Bike parade:* The bike parade was successful, and all who attended appeared to have enjoyed it. Because of the donations from residents, the HOA's cost for the event was minimal.
- D. *Newsletter:* The HOA saved money by sending out an e-newsletter to multiple residents who had provided their email address when mailing in their dues payment this year, and to residents who requested a newsletter via the form on our website. The HOA will continue to collect these requests in an attempt to further reduce the cost of mailings.
- E. *Garage Sale:* This is currently being planned by the Social Committee Chair. An ad will be placed in newspapers. Resident Sharon Sunseri volunteered to advertise using free platforms. Rebecca advised that she can add any communications/reminders to the website and Facebook page if requested by the Social Committee Chair and/or Sharon.

#### **VI. NEW BUSINESS**

- A. Shaman discussed a plan to hold another Food Truck Rally in August. This will be discussed further in next month's meeting.
- B. Shaman advised that an election will need to be held in October 2021 for one position, as Vice President Brian Bogue's 1-year term will expire.

#### **NEXT MEETING DATE**

The next monthly Board meeting is tentatively scheduled for *Wednesday, July 7, 6:30 p.m.*, via Zoom which will be posted publicly as usual.

The board meeting adjourned at 7:10 p.m.

These minutes were approved by the Trustees on 7/7/2021.

Rebecca Smith  
Trustee

draft 6/2/21  
Date