

**Chase Farms Homeowner's Association  
Board Meeting Minutes – November 6, 2005**

The meeting was held at the home of Stephen Letzeiser..

**Call to Order:** The meeting was called to order by Bob BuWalda at 7:35 p.m.

**In Attendance:** Bob BuWalda, Kelly Kroll, Art Belloli, Stephen Letzeiser, Neil Goldman and Larry Lloyd.

**Absent:** Tom Altholz, Dave Renner, Mike Salemi, Rodney Cooper

**Secretary's Report:** Minutes from the October meeting had been approved electronically prior to the meeting and have been posted to Chase Farms website.

**Treasurer's Report:** Neil Goldman provided year to date financials.

- Operating budget on target YTD, however there will be no surplus at year end..
- We are waiting on the details (term & interest rate) of the loan from our Credit Union. The loan request was for \$25,000 for a 5 to 6 year term to drill two irrigation wells.
- 2005 Association dues: CFHA has initiated steps to file a lawsuit against 7 homeowners who have not paid their 2005 association dues.
- Discussed the need for Tom Altholz to back up Neil with the financials.
- Discussed the possible need to increase the 2006 CFHA dues to offset increased operating cost. No decision will be made until the 2006 budget is finalized.
- CFHA is still waiting for notification back from the City of Novi that the trees, in Chase Farms Park that were previously abutting and endangering the condos, have been removed. CFHA is sharing 50% of the cost \$2,400 of the tree removal. CFHA portion is \$1,200.00.

**Note:** Following the meeting we were notified that Steve Printz – Novi City Forrester, has confirmed that the offending trees have been cut down and that we are no longer in violation.

**Action Item:**

- Follow up with the Credit Union on loan details. - **Neil**
- Secure Insurance quote for vandalism – **Neil**
- Submit to Bob 2005 year end budget projections - **Neil**.
- Continue lawsuit proceedings against non-paying homeowners - **Neil / Tom**
- Issue \$1,200.00 check to Country Place Condos for tree removal. – **Neil**
- Provide Tom with electronic file of the 2005 Year To Date financials - **Neil**

**Maintenance:** The October Maintenance summary was presented /reviewed and is attached to the minutes.

- Art presented a holiday lighting proposal. After some discussion we agreed on a plan to light the crab trees at each entrance.

**Irrigation Wells** – Waiting on final approval of financing from our Credit Union.

**Action Items:**

- Install holiday lighting - Art
- Determine the latest time frame to drill the wells. – Stephen
- Re-install Chase Drive street signs (4) - Larry

**City Relations** – No news

**Social** – No news. The board is in need of a social chairperson.

**Architectural Control:**

**Tree Issue with the homeowner.**

The association was not fully informed as to the scope of the project when the homeowner requested approval to plant a few trees.

**Satellite Dish Issue:**

The board has been in communication with a homeowner due to placement of a satellite dish not in accordance to the CFHA bylaws.

**Action Item:**

- Need update on homeowner tree issue. - **Mike**
- Advise homeowner that they need to secure a letter from the Satellite Dish provider indicating a poor or no signal except its current location for the board to consider a variance. - **Mike**

**Old Business:**

**Chase Farms Directory:** The process of updating the CFHA 2006 Directory has begun. Residents are able to update their information online. Post cards have been sent out in October to the residents to update their directory information online. We will use high school students to distribute the completed directory in exchange for community service hours.

**Action Items:**

- Coordinate delivery of directory after printing - **Stephen**

**New Business:**

2006 Budget - Bob has asked the members to prepare their 2006 budget and submit it to Neil prior to the December board meeting. In addition, include in the 2006 budget a line for Capital Improvements, a Reserve Fund and Tree Removal. Entrance signs at 9 mile will be a capital improvement project and needs to be included in the budget

Annual Meeting to be held at Novi City Hall January 10<sup>th</sup> at 7 PM

**Action Item:**

- Submit department budgets to Neil – **Art & Larry**
- **Prepare** budget by categories, 2006 Projected vs. 2005 actual – **Neil**
- Draft year end letter to Chase Farms homeowners - **Bob**

**Adjournment:** The meeting was adjourned at 9:35 p.m.

**Next Meeting:** The next meeting will be held at **7:00 p.m. Sunday, December 4th at Bob BuWalda home, Chase Drive.**