

Spring 2012 Newsletter

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SRHOA's new management group

Board signs one-year contract

Noting the increased challenge of finding and overseeing maintenance work and dealing with the many other details needed to keep Springbrook Reserve attractive and smooth-running, those at the Oct. 26 Homeowners Association meeting voted to explore hiring a management company.

After researching several companies and negotiating a list of duties and price, the Board signed a one-year agreement Feb. 27 with Barnett Management of Beachwood. Barnett will provide services consistent with the needs of the Association. Duties include but are not limited to:

- **Meetings** – quarterly attendance at scheduled Board Meetings.
- **Maintenance** – prepare specifications for bids and solicit quotes for contract services, including landscaping and common area upkeep. Verify that quotes meet specifications outlined in the bid package. If applicable, place orders for services and supplies necessary to maintain common areas of the Association. Monitor performance of all contracted services.
- **Communication** – as required, mailings to Homeowners, including memos for dues and collections of delinquent fees, twice yearly distribution of newsletters/bulletins, and notifications of architectural and/or association covenant, conditions, restrictions and by-law

violations.

- **Architectural Review** – conduct weekly neighborhood drive-throughs to review and advise the Board of violations. Prepare violation notifications as directed by the Board. For a list of violations, check the website <http://www.springbrook-reserve.com> under SRHOA documents (Covenants).

- **Financial** – provide input on yearly budget and Federal tax report preparation. Prepare and provide necessary documents for applicable insurance claims.

Cost to the Springbrook Reserve Homeowners Association is \$2.50/lot/month or approximately \$2,400 annually. These funds will come from the Association's 2012/2013 operating budget.

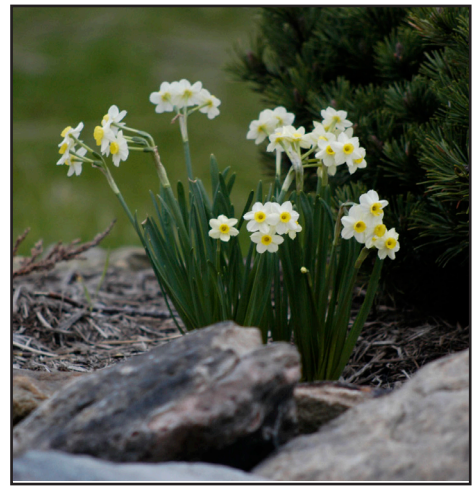
Spring!



Important News!

Springbook Reserve Homeowners' Association annual dues of \$150 per lot are due April 15, 2012. See invoice included with this newsletter for details.

Dues are used exclusively to promote the health, safety and welfare of the residents of this subdivision. For the improvement and maintenance of subdivision land, its retention basins, easements, ponds, landscaping, signage, fences etc. as detailed in Article III Section 2 of our



WINTER didn't even seem to appear this year, and already we are seeing signs of spring. Remember the City of Stow has a website with upcoming events and tax forms. <http://www.stow.oh.us>

**Springbrook Reserve
Annual Meeting Notes**
2011 Springbrook Reserve Annual Homeowners Meeting
2867 Sweet Flag Way, Stow, OH 44224
Oct. 26, 2011

In attendance: Dan Collins, Dave Janka, I. Richmond Nettey, Kelly LaForge, Shari Austin, Mary Anne Golba, Candace Bowen.

1. 2010 Annual Homeowners Meeting Minutes - presented by Dr. Nettey - reviewed and adopted as presented.

a. K. LaForge suggested we revisit the sidewalk issue on Rosemallow Ct. and make contact with the builder to see if he is willing to turn over the responsibility to SRHOA. \$8,000 estimate to install. (Later in the meeting it was agreed that this was an expense that the association could not absorb at this time).

2. Treasurer's Report - presented by M. A. Golba. Motion adopted as presented.

a. All annual dues collected except two houses – Mary Anne to follow-up.

b. High bank fees this year resulted from a check reorder. Service fees actually went down without the check replenishment.

c. Balance \$12,425.37 as of 10/24/2011.

3. Architectural Review – summary put together by S. Ely for presentation by Dr. Nettey, Sandy has resigned her position as chair of the Architectural Review Board – motion approved as presented.

a. Dr. Nettey reviewed Sandy's summary of tasks undertaken over the past 12 months, and reviewed Sandy's list of annual maintenance items (these may be handled by Management Group in 2012 as noted below).

b. D. Janka agreed to plug in the hot box and LED light inspection at the Call Rd. entrance which is not

working, and make recommendation.

c. Kelly will contact Sandy Ely and inquire about any current plans to winterize the irrigation system. If not, Kelly suggested that the SRHOA use her company – can accomplish task with separate billing on one service call. Bill's Back flow (330) 688-1570.

d. Kelly will also follow up with Sandy on the fall bed cleanup. Countryside has done the cleanup I the past (330) 689-0167.

4. Annual Elections – approved and adopted as follows:

a. One -year Term Board of Directors – Dan Collins elected unopposed.

b. Three-year Term Board of Directors – Candace Bowen elected unopposed.

c. Dan Collins agreed to serve as SRHOA and BOD Secretary. SRHOA Secretary may be handled by Management Group as noted below.

d. Architectural Review Board Chairperson – position remains open, but may be handled by Management Group as noted below.

5. Miscellaneous and New Business

a. Letter from C. & D. Krinsky – presented by Dr. Nettey in their absence regarding a list of Community Concerns. Dr. Nettey to respond in writing that all topics are or have been addressed.

i. Vacant property on corner of Shining Willow and Newcomer – owned and maintained by bank.

ii. Plantings at entrance on Call Rd – late start in 2011, misunderstanding in the contract did not include "maintenance." 2012 will start earlier and suggested to plant perennials rather than annuals.

iii. LED Light – see above.

iv. Dog poop on the sidewalks – dog owners' individual responsibility.

v. Decorative Street Signs – Krinsky's offered to investigate purchase and liability concerns.

b. SRHOA Management Group - discussion led by Kelly. All attendees agreed to pursue Barnett Management, Inc. to manage the affairs of the Association.

i. Fees are \$5/mo. per lot, or approx. \$4,800/year. 1, 2 or 3 year contracts required. Attendees discussed a one-year commitment, and if all goes well, to lock in a rate for a longer period at the end of the first year.

ii. Partial list of services: Architectural and Maintenance management, Secretarial and communication functions, a point of contact for homeowners, regular SRHOA and BOD meeting attendance and Financial services. It was agreed that we will ask them to quote their services without control of the association checkbook.

iii. Kelly to invite Barnett to attend an upcoming BOD meeting in late November or early December to review their quote versus our association requirements.

c. SRHOA Website – Candy agreed to take charge of website updates, provided it is in a usable format. She will check with Jenni Cox.

d. SRHOA Directory – agreed to include a request for updated information with the annual dues mailing.

e. Picnic & Garage Sale – further discussion, to be led by Kelly, tabled until Spring 2012.

6. Meeting adjourned at 8:15 p.m.

Submitted by Dan Collins

11/03/2011

Letter from the President

Nettey welcomes new Board members, thanks 'retiring' volunteer

Dear Springbrook Reserve Homeowner Association Member,

Hearty greetings to you and your entire household! As the season draws closer to the end of an appreciably mild winter and the days continue to lengthen further into spring, it is my privilege to report a few important developments in the business of Springbrook Reserve Homeowner Association (SRHOA).

As you know, the 2011 Annual Meeting was hosted by the family of SRHOA Treasurer Mary Anne Golba in their lovely home Wednesday, 26th October 2011. Sadly, that meeting marked the end of the distinguished and much

appreciated service of Sandy Ely as a boardmember and chair of the Architectural Review Board.

Mrs. Ely's reluctant decision not to serve any longer in both positions, in order to spend more time with her family, left a critical void in valuable community service, which resulted in the need to secure professional services for subdivision management. A unanimous vote was taken to do so at the 2011 Annual Meeting.

Fortunately, the 2011 Annual Meeting also marked the much appreciated return of Candace Bowen to service on the SRHOA BOD. Prof. Bowen has graciously consented to assist with preparation of

the Spring 2012 newsletter, which comes to you with additional information on the new management firm and the annual dues.

I remain confident that you will join me in thanking Sandy Ely for her many years of dedicated service to SRHOA and welcome Prof. Candace Bowen to the SRHOA BOD. Much gratitude is in order to Dan Collins, Kelly LaForge and Mary Anne Golba for their laudable service on the SRHOA BOD. Best wishes of Springbrook Reserve and

Cheers,
Dr. J. Richmond Nettey,
President, Springbrook Reserve Homeowners Association

Check out the website

<http://springbrook-reserve.com>

Looking for information about Springbrook Reserve? Want to know what houses are for sale or the name of a possible local babysitter? Have info to share? YOUR house is on the market or you want to start a cooking club?

We're in the process of updating our website, and we'd like your help. You can also send questions to the board with the CONTACT US tab. New webmaster Candy Bowen will be checking weekly

Help keep it timely with news YOU can provide. Email her with ideas cbowen@kent.edu.



Treasurer's Report

Description	FY11 Budget	FY10 Budget	FY09 Budget	FY08 Budget	FY07 Budget	FY06 Budget
A Landscaping / Maintenance	(\$3,800.00)	(\$3,800.00)	(\$4,200.00)	(\$4,000.00)	(\$4,550.00)	(\$4,550.00)
B Ohio Edison	(\$450.00)	(\$450.00)	(\$600.00)	(\$400.00)	(\$625.17)	(\$360.00)
C PO Box, Newsletters, Stamps	(\$300.00)	(\$300.00)	(\$550.00)	(\$450.00)	(\$450.00)	(\$150.00)
D City of Stow Water Department	(\$300.00)	(\$300.00)	(\$300.00)	(\$200.00)	(\$300.00)	(\$300.00)
E Annual Picnic	(\$1,000.00)	(\$1,000.00)	(\$2,000.00)	(\$2,000.00)	(\$2,000.00)	\$0.00
F Website Hosting / Startup	\$0.00	(\$300.00)	(\$500.00)	(\$150.00)	(\$150.00)	\$0.00
G IRS, State, & Local Misc	(\$50.00)	(\$50.00)	(\$50.00)	(\$50.00)	\$0.00	\$0.00
H Lot 80 SR Signage Easement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
I SR-HOA Insurance	(\$850.00)	(\$850.00)	(\$850.00)	(\$1,000.00)	\$0.00	\$0.00
J Entrance Signage Improvements	\$0.00	(\$14,300.00)	\$0.00	(\$15,500.00)	\$0.00	\$0.00
FY Budgeted Expenses	(\$6,750.00)	(\$21,350.00)	(\$9,050.00)	(\$23,750.00)	(\$8,075.17)	(\$5,360.00)
Annual Dues Assessment	\$150.00	\$137.50	\$137.50	\$137.50	\$125.00	\$125.00
Income = Dues x 86 Lots*	\$12,900.00	\$11,825.00	\$11,825.00	\$11,825.00	\$10,750.00	\$10,375.00
Balance Carry Over	\$3,611.27	\$12,396.92	\$7,313.72	\$14,661.66	\$11,120.43	\$4,187.43
FY Estimated Forecast	\$9,911.27	\$2,871.92	\$10,088.72	\$2,736.66	\$13,795.26	\$9,202.43

*Note: 83 lots in FY06

Description	Jan 1 thru Oct 24 2011	FY10 Actual	FY09 Actual	FY08 Actual	FY07 Actual	FY06 Actual
A Landscaping / Maintenance	(\$2,152.71)	(\$4,145.00)	(\$4,063.06)	(\$2,205.59)	(\$3,747.84)	(\$2,682.83)
B Ohio Edison	(\$326.28)	(\$277.98)	(\$359.23)	(\$210.94)	(\$322.63)	(\$505.17)
C PO Box, Newsletters, Stamps...09 includes Reimbursement for 08 picnic	(\$260.87)	(\$906.99)	(\$1,068.96)	(\$228.33)	(\$446.62)	(\$371.51)
D City of Stow Water Department	(\$232.39)	(\$215.93)	(\$253.86)	\$0.00	(\$24.34)	(\$75.31)
E Annual Picnic	\$0.00	\$0.00	\$0.00	(\$400.00)	(\$1,652.63)	\$0.00
F Website Hosting / Startup	\$0.00	(\$19.60)	\$0.00	\$0.00	\$0.00	\$0.00
G IRS, State, & Local Misc	\$0.00	\$0.00	(\$28.00)	(\$70.00)	(\$30.00)	\$0.00
H Lot 80 SR Signage Easement	\$0.00	\$0.00	\$0.00	\$0.00	(\$460.00)	\$0.00
I SR-HOA Insurance	(\$698.00)	(\$725.00)	(\$742.00)	(\$741.00)	(\$748.00)	\$0.00
J Entrance Signage Improvements	\$0.00	(\$14,210.00)	\$0.00	(\$15,000.00)	\$0.00	\$0.00
K Entrance Signage Lighting	\$0.00	\$0.00	(\$250.00)	(\$552.50)	\$0.00	\$0.00
L Mail Boxes Individual paid	\$0.00	(\$4,081.03)	(\$3,339.00)			
M Bank Fees	(\$150.65)	(\$22.62)	(\$26.69)			
FY Total Expenses	(\$3,820.90)	(\$24,604.15)	(\$10,130.80)	(\$19,408.36)	(\$7,432.06)	(\$3,634.82)
FY Total Deposits	\$12,625.00	\$15,818.50	\$15,214.00	\$12,060.42	\$10,973.29	\$10,567.82
FY Balance	\$12,415.37	\$3,611.27	\$12,396.92	\$7,313.72	\$14,661.66	\$11,120.43