

Valley Creek Village Association
P. O. Box 361068, Strongsville, OH 44136

Annual Meeting Minutes
October 26, 2023

- **Introduction of Homeowners Present**

- **Call to Order**
 - Doug Bardwell, President, called meeting to order at 7:03 on October 26.
 - Housekeeping items:
 - Questions will be taken at the end of the meeting
 - No recording is allowed
 - Meeting agenda:
 - Election of 3 board members
 - Review procedural matters, including approval of last year's minutes
 - Review financial report
 - Conduct election
 - Updates on staining and siding
 - Other business.

- **Introduction of Board Members**
 - Doug Bardwell, President - vcvapres@gmail.com
 - Charlotte Becker, 1st Vice President - vcvavp1@gmail.com
 - Dan Nagle, 2nd Vice President - vcvavp2@gmail.com
 - Mae Karoli, Treasurer - vcvatreas@gmail.com
 - Mary Kay Wagner, Secretary - vcvasec@gmail.com
 - As a note, if you have a need to communicate to communicate with any board members by email, please use their Valley Creek Board email address.

- **New Owner Introduction**
 - Barb Konestabo, Valley Creek
 - Kevin Robertson and Patricia Fehlan, Trails Edge
 - Brenda Bielanski, Trails Edge
 - Thom and Diane Grogan, Sun Crest
 - Welcome to our new members!

- **Meeting Minutes:**
 - Units in attendance: total of 29 units represented, 21 in person and 8 by proxy. We have a quorum.

- Notice of this meeting was mailed or distributed to all owners of record on October 12, 2023.
- Prior year's meeting minutes were distributed previously. Carmella Zingale approved minutes, and Linda Withrow seconded. All approved waiving of reading of the minutes. Minutes are approved and will be filed in the corporate record book.
- **Financial Report**
 - NOTE: be sure to make your checks payable to Valley Creek Village Association.
 - If you are interested in online payment so you don't have to write checks every month Mae can assist with that.
 - Mae presented the treasurer's report along with the budget for fiscal year 2023-2024.
- **Election of Officers**
 - There are 5 board members. Our by-laws require a minimum of 4, however, we have a 5th to break any ties in voting.
 - Officers are elected for a 2-year term. Doug Bardwell, Dan Nagle and Mary Kay Wagner's 2-year terms are expiring. There are no term limits on board members. Doug is retiring, and Dan and Mary Kay have agreed to serve another term.
 - Doug requested any board nominations be sent in no later than October 17. Dan Bendzak volunteered, and the floor is closed to any new nominations.
 - Motion made to elect Mary Kay Wagner, Dan Nagle and Dan Bendzak by unanimous vote. Tom Reith made a motion to accept, Carmella Zingale seconded, and motion was carried unanimously.
 - Following this meeting, a board meeting will be held to appoint board members to their positions for the new term.
- **Landscaping and Snowplowing – Dan Nagle**
 - Dead shrubbery throughout the development has been removed
 - New planting being done now
 - 8-9 trees have been removed from Falling Water. A few more will be removed and replaced each year. Norway Spruce will be planted. The goal is to enhance that area and create a sound barrier to the road.
- **Board Activity**
 - Mary Kay Wagner read a report on major activities the Board has accomplished since 2019:
 - ✓ Changed our association insurance policy to a different company resulting in great savings.

- ✓ Renegotiated our landscaping/snow plowing contract in 2021 with four bidders – locking in savings through 2026.
 - ✓ Dumped the former painting contractor.
 - ✓ Found a replacement painting contractor with high recommendations from other homeowner associations.
 - ✓ Locked in pricing for 2024 through 2029 – hopefully even longer.
 - ✓ Created a newsletter to keep the homeowners updated on the Board’s activities.
 - ✓ Selected electrician to install new coach lights. Board members installed new reflective house numbers.
 - ✓ Got agreement from homeowners to allow vinyl siding.
 - ✓ Retained some design talent with CUDC to finalize the design and color palette for vinyl siding and comparable colors for painting.
 - ✓ Negotiated with more than a dozen contractors for the best pricing available.
 - ✓ Created set of design and construction standards for siding work.
 - ✓ Created website where homeowners and contractors can obtain forms needed.
 - ✓ Obtained power washing prices for work to start in 2024 to keep siding fresh.
 - ✓ Found and secured replacement for common area fences. Work is awaiting installation.
 - ✓ Found contractor and began repair to all tuckpointing of masonry walls.
 - ✓ Negotiated the best price to replace mailbox stands and found volunteers to install balance of the project. Materials to be ordered this month.
- **Sunshine Committee**
 - \$152 is currently in the fund to be used when people get sick or pass away so we can send cards and flowers.
 - Notify Jan Guray
 - **Capital Improvements – Doug Bardwell**
 - Three major capital improvement projects in 2023
 - Replacement of common area fences (heavy duty woodgrain vinyl will be installed)
 - Tuckpointing/cleaning of 5 masonry walls
 - Replacement of mailbox stands with new numerals. Being completed this Fall.
 - The Association approved 9 colors for siding/staining. Samples are available to view, along with approved trim metals.

- **Tentative Staining Schedule**

- Perfect Painting has been hired to do staining next year of any homes that have not been sided.
- March/April –
 - Pre-staining inspections will be done by the contractor
 - Estimates for prep work will be presented to homeowner
- April/May –
 - Final color choices needed
 - Repairs must be completed
- May/June –
 - Staining project completed
- Notes:
 - After the inspection is performed by Perfect Painting in March, the homeowner will be notified of any repairs needed prior to staining in June
 - These repairs can be done by you, you can hire your own contractor, or you can hire Perfect Painting.
 - All homeowners will receive a checklist of possible repairs that you might want completed by our contractor. This checklist should be returned to Char or Mae by March 1. The contractor will prepare an estimate for you. These repairs will be done at your cost.
 - The Association is responsible for staining the house, front door, and garage door only. Any other repairs/painting are the responsibility of the homeowner.

- **Painting Fund**

- Letters will be sent to any homeowner who has not sided. This will show the amount the painter estimated last year to stain your home. The letter will also indicate how much you have in your painting fund, and what any difference might be. You will have the next 9 months to make up any difference in your monthly association fee.
- Staining reminders:
 - You may choose a color other than our current Pine Needle green. All approved colors are available on the Valley Creek Village website ValleyCreekVillage.com. If you wish to combine colors or mix paint and siding, you must file a Plan Approval Request Form, also available on our website.
 - Standard colors don't need approval, but any deviation from a standard color needs to be approved by the Board.

- **Vinyl Siding**
 - 6 homes sided in 2022, and 13 homes sided in 2023.
 - The approved colors of siding trim and matching paint are listed on our website: www.ValleyCreekVillage.com.
 - Forms are also available there for approvals requests for any non-standard improvements.
 - Complimentary shake, stone, shingles may be requested, but must be approved by the board prior to installation.

- **Monthly Assessment**
 - Current Assessment
 - The current monthly assessment is \$140.
 - \$80 goes into the general fund
 - \$10 goes into the reserve fund
 - \$50 goes into the painting fund
 - For units that have siding, maintenance fees have been reduced as you will no longer need to pay the full amount into the painting fund. Your monthly dues are \$90 if you want to pay all costs for power washing and any miscellaneous items that need to be painted at the time they are done or \$110.00 if you want to accumulate some funds towards washing and painting.
 - Assessment beginning July 1
 - For any homes who have vinyl siding, there will still be a contribution into the painting fund to cover a thorough washing of your home every 30 months. That amount will be \$20 instead of \$50 (\$10 for washing and \$10 for any miscellaneous painting you might need done).
 - NOTE: it is recommended that power washing not be done on vinyl siding. Halls Home Maintenance will soft wash each unit at a cost of \$300 for a single-story home or \$350 for a two-story home.
 - The new monthly assessment beginning July 1, 2024 will be \$150 for stained homes and \$110 (suggested) for vinyl-sided homes.
 - If any homeowner does not want the Association to provide washing of your home every 30 months, you can notify us of that next year. Your monthly maintenance fee will be \$90. Please note, this is subject to discussion by the Board next year.

- **Other Business**
 - Carmella Zingale asked about snow removal. We are paying \$8000 per year. Dan Nagle commented that this provides removal up to 20 times per year, and by having a contract we are on an expedited schedule if plowing is needed.
 - Jim Brown expressed thanks to the Board.

- Lois Colagrassi commented that the dark green paint should be removed from our color choices. Doug Bardwell commented that all colors were picked by the Board to coordinate with the green, and the decision was made previously to allow the Pine Needle Green to be maintained if any homeowner wants.
 - Theresa Flowers asked if we could pay cash for our monthly homeowner assessment and receive a receipt. Mae Karoli commented that she can send anyone an email receipt.
 - Question was asked if other colors of roofs can be chosen to coordinate with color of houses. Doug Bardwell commented that any non-standard roof color must be approved by the Board.
- **Motion for Adjournment.**
 - Buddy Griggs motioned, Diane Grogan seconded.
 - Meeting adjourned at 8:30.

Respectfully submitted,
Mary Kay Wagner
Secretary

Many thanks to Doug Bardwell for the amazing job he has done as President of our Association for the last 6 years. Many of the projects that have been accomplished have been due to his continuing efforts and commitment to our Board and our homeowners. Thank you, Doug!