

GREENFIELD MASTER ASSOCIATION

A NON-PROFIT CORPORATION

BOARD OF DIRECTOR'S MEETING

Monday, December 12, 2011 - 5 PM

MINUTES

A. Call to Order at 5 PM.

Board Members Present: Shannon Scott, Mike Hamrick, Rich Valentino, Bob Frazier and Steve Rowe.

Board Members Absent: None.

Also Present: Paul Krames; Eric Plouffe, JBK; Adriane Krames; and Chris Ricketts, CMCA®, Association Manager.

B. Committee Reports

1. JBK

- a. Snow Removal - JBK plows the sidewalks for LMD at the perimeters and greenbelt areas. They plow some Greenfield areas and the Clubhouse parking lot. Sometimes situations occur when the snow plow crew will call the board when a delay in removal is expected, especially in big snow falls. If the volume of snow is beyond the standard ATV plow, JBK will call ahead for authorization to use larger equipment that costs more per hour.
- b. Native Area Mowing - The mowing is under contract to do 4 times per year. The board will consider a proposal to mow only along the fence lines 4 times per year and one whole native area mowing once per year in October or November.

5:10 PM, Steve Rowe arrived.

- 2. Pool Update - YMCA performed their winter inspection which is on the schedule for every 3 to 4 weeks. The space heaters in the pump rooms were checked and fully operational. The equipment was drained. A question for YMCA or White Construction about the heaters is if they reset automatically or not after a power failure. The 2012 Pool Season contract will need to be reviewed by March 2012.

White Construction will perform warranty work in 2012 and up to April 30, 2013. The end of the warranty period is April 30, 2013. The lifeguard vendor will now do the start-up and shut-down each season. The initial start-up by White was done as part of the installation and to create a training DVD.

- 3. Clubhouse - The Clubhouse Manager reported there were 4 rentals in November and 9 for December. The Santa Photo Event went very well. A Co-Chair for the Easter Egg Hunt will be needed. Adriane Krames and Karin Kasperek have volunteered to co-chair some events. Additional volunteers are needed to chair events and more volunteers to help run the events.

The small LG refrigerator in the Lifeguard ready room is ready for replacement. The lifeguards keep their lunches in that fridge and store the Otter Pops in that freezer. Some research shows that a replacement fridge can be obtained in the \$200 to 400 price range.

Steve Rowe moved to have the Clubhouse Manager purchase a replacement refrigerator for the Lifeguard Room up to \$400. Bob Frazier second. The motion carried.

The Clubhouse Manager will set up dates on a master calendar for various 2012 events and will send out via email.

Dumpster days sponsored by LMD that follows the Annual Yard/Garage Sale was in June last year. It worked out better than when held in May previously. Yard/Garage Sale and Dumpster days and will be in June.

4. ARC

- a. Decisions have been made on all requests received and decision letters sent. There are no pending requests at this time.
- b. Some plastic sheds have been erected on lots in various locations. The ARC Chair will send a list to the manager. The manager will send letters to remove the plastic sheds.
- c. The Manager maintains a spreadsheet record of ARC requests and decisions. A copy of the spreadsheet record will be provided to the Board.

C. Minutes

Steve Rowe moved to approve the minutes of November 14, 2011 with a wording change. Rich Valentino second. The motion carried.

D. Financial Report

Shannon Scott moved to accept the November 2011 Financial Report. Bob Frazier second. The motion carried.

E. Unfinished Business

1. Board Project List was put over to a future meeting.
2. Fence Painting will be a 2012 project. Manager met with a painter to obtain an estimate for painting of HOA fencing. The proposal will be available to the Board at the January meeting.
3. An Email Blast will be sent out regarding owners being responsible to remove snow from the sidewalk in front of their house so that all pedestrians will have clear path and early enough for children on their way to their bus stop.
4. ECCV sewer pipe replacement project is completed. Manager will check the area for left over equipment, supplies or other issues.

F. New Business

1. Tennis Court Cleaning Contract - Mike Hamrick moved to accept the 2012 Game Set Match proposal to clean the tennis courts five (5) tennis times, net maintenance and wind screen maintenance at \$1,610. Rich Valentino second. The motion carried.

H. Adjournment

The meeting was adjourned at 6:50 PM to an Executive Session to review delinquent accounts.

Approved: January 9, 2012