

August 23, 2007-Sanctuary Homeowners' Association-Annual Meeting

- I. Meeting called to Order-6:57 PM
- II. Proof of Notice of Meeting; or Waiver of Notice
 - a. Notice sent out in accordance with our documents.
 - i. 42/124 units represented, 33.8%.
- III. Approve Minutes of Preceding Annual Meeting
 - a. Bob Tyler Moves to waive reading of the minutes, William Davis seconds.
 - i. Unanimous approval.
- IV. Report of Officers
 - a. President's Report.
 - i. Association is not-for-profit corporation under Ohio law.
Association created by Forest City.
 - ii. Maintain entrance ways and cul-de-sacs; septic inspections twice a year; enforce covenants in deed; review architectural construction of homes, additions, etc.
 - iii. Board of Trustees insured for Officer liability.
 - iv. We are tax exempt.
 - v. Board is composed of volunteers.
 - vi. Rely on outside Service providers.
 1. Continental Management-management company.
 2. Master Greenscapes-landscaping.
 3. Marut and Sons-septic.
 4. Kaman and Cusimano-legal counsel.
 - vii. Big Issue of past year.
 1. Variance for Sublot 2.
 - b. Treasurer's Report.
 - i. Totally supported by homeowner's fees.
 1. Now \$500.
 2. Was \$750.
 - ii. Spending reserve money to add irrigation.
 - iii. Considering spending money to improve appearance of cul-de-sacs.
- V. Report of Committees
- VI. Election of Members of Board of Trustees
 - a. Motion to nominate Bob Weinberg, Bob Weinberg moved, William Davis seconds.
 - b. Viviani nominated Wuliger, Demilta, Stanzi , Bill Gore Seconds.
 - c. Bob Tyler moves to close nomination, Second Chuck Giomuso.
 - i. Motion passes.
 - d. Motion to Elect Board nominees -Bob Weinberg, Jim Young seconds.
 - i. Unanimous approval.

- e. Bob Weinberg asks whether he can serve given that he is not the property owner.
 - i. Greg will check with attorney.

VII. Unfinished and/or Old Business

VIII. New Business

- a. Question by Bob Weinberg regarding the association paying sales tax given our not-for-profit status.
 - i. Viviani explained that we are not exempt but will confirm with attorney.
- b. Question by Bob Weinberg regarding the name of our association and whether there are different associations for Kirtland and Kirtland Hills.
 - i. We are Sanctuary Community Association, Inc.
 - 1. We are one association, with slightly different architectural requirements for Kirtland and Kirtland Hills.
- c. Question by Phillip Deangelo regarding drainage.
 - i. Water collecting on property damaging grass.
 - 1. Viviani will explore options for dealing with problem with our attorney.
- d. Question by Chuck Gehrish regarding landscaping near Baldwin Road and heading up hill near Baldwin Road.
 - i. Does not like look. Thinks it is not being maintained well.
 - ii. Frank Demilta suggests spending more money to improve landscaping if the homeowners would like.
 - iii. Many people suggest curbs from Baldwin Rd. to bridge.
 - 1. Bob Weinberg explains why we do not have curbs.
 - a. Was original design of Forest City and is how it was accepted by Kirtland Hills.
 - b. City attempted to alleviate problem by utilizing a gravel strip.
- e. Question by Chuck Giomuso regarding safety of our Association funds.
 - i. Jeanne Laveglia from Continental Management explains safety measures.
 - 1. Explains that Continental Management has insurance for our accounts.
 - 2. Explains check cutting, and signing procedures.
 - 3. Explains that Board gets financials every month.
 - 4. Explains that bank statement gets mailed to Board Member directly.
 - ii. Viviani explains that we considered hiring CPA to audit our books

1. Bob Weinberg states that he believes Continental Management should hire outside accountant to audit our account.
 2. Laveglia states that our contract does not call for that.
 3. Wuliger states that independent audit will cost us money whether we hire our own accountant or renegotiate with Continental Management to include an audit in our fee.
 4. Viviani states option to ask independent accountant to simply audit whether or not GAAP practices exist at Continental Management. States that Continental Management may want to do that for all of its customers
 - a. Jeanne states that she will ask owner of Continental about doing that.
 5. Demilta suggests having an association member that is an accountant review our books.
- iii. Question by Cash Mischk about who owns the bridge.
1. Bob Weinberg explains that the village owns the bridge and has maintained it
- iv. Question by Ted Hieronymus regarding poorly kept yard on corner of White Oak.
1. Viviani explained that we cannot cut grass ourselves.
 2. Bob Weinberg explains Kirtland has the power to police yard conditions more than the association.
- v. Question by Bill Gore about auction sign on Sanctuary.
1. Viviani explains that "For Sale" sign is permitted.
 2. Bill Gore also complains that yard on that property was not maintained during transition.
- vi. Question by Bob Tyler regarding increasing restrictions of association.
1. Viviani explains that 2/3 majority required to amend declarations of association and that is our only way to make restrictions more severe.
 2. Demilta talks about asking other property owners to remove signs and the board's efforts to deal with that.
 3. Chuck Gehrish and Bob Tyler want to know how to change the rules.
 - a. Jeanne explains that homeowners need to write board and board can approve or disapprove
 - b. Viviani points out that procedure only applies to signs; more significant changes require 2/3 homeowner vote

4. Bob Tyler remarks that time will come when foreclosure signs come in and we do not want that.
 5. Demilta and Viviani state that we currently have power to regulate signs.
 6. Viviani states that Board will put sign issue on next agenda, create regulations, and begin notifying owners and penalizing for non-compliance.
- vii. Jeanne Laveglia reminds all that we have a website at www.sanctuarycommunityassociation.com
1. Password for members only sca035
- viii. Jeanne Laveglia reminds homeowners to notify management company when they move.

IX. Adjournment-8:15 PM

- a. Motion to Adjourn Bob Tyler, Ted Hieronymus Seconds
- b. Unanimous approval