

Lighthouse Carriage Homes Homeowners Association

Board of Directors Meeting

Minutes of the Lighthouse Carriage Homes Board Meeting held March 16, 2011.

President Matt Hutton called the meeting to order at 6:30 PM.

Board Members Present: Matt Hutton, Bill Heller, Daryl Jones & Bill Tongue.

Guests Present: Trevor Sire- (Outdoor Images) & Richard Nauman- (Kingwood Management).

Resident Open Forum:

There were no homeowners present.

Trevor Sire attended the meeting to talk about snow removal & the spring clean up.

1. **Sod damage:** Trevor said because of the heavy snow fall this season we needed to move snow. When the snow needs to be pushed the potential for sod damage increases. The early snow also added to the problem because the ground was not frozen yet. The sod will be replaced as soon as it is available in the spring.
2. **Shrub trimming:** The next faze of trimming will take place in early spring. Some of the clippings from last falls trimming did not get picked up because of the early snow and will be cleared in early spring.
3. **Spring walk-through:** The board, Kingwood and Outdoor Images will do a spring walk-through to determine shrub & tree replacement & sod damage from snow removal and animal waste and vole damage.
4. During the walk-through we will make note of work needed to be done at the main entrance.

Secretaries Report:

A motion was made by Daryl Jones to approve the minutes from the December board meeting. Motion was seconded by Mat Hutton. **Motion Carried.**

Financial Report:

Motion was made by Daryl Jones to approve the December Financial Report contingent on changes and seconded by Bill Tongue. **Motion Carried.**

The Treasurer's report was noted for audit for the month of February, 2011.

Total Income:	\$	16,127.58
Total Expense:	\$	11,459.29
Net:	\$	4,668.29
Reserve Balance:	\$	66,162.84

Delinquent Accounts:

The delinquent accounts continue to decrease. The action taken by the board has ranged from letters sent to unit owners with delinquent accounts, the establishment of payment plans, and in some cases legal action. Homes in foreclosure also continue to sell and the new homeowners are now paying dues.

Management Report:

1. Bathroom exhaust vents in some homes have been dripping during this frigid weather. In most cases, this is due to condensation forming inside of the exhaust venting and not due to an installation problem with the vent on the roof. When the fan is activated, the warm, moist air from the bathroom travels through the cold vent pipe in the attic and forms condensation in the pipe. If the condensation builds up, it can run down the vent pipe and drip out at or around the bathroom exhaust fan. The board is asking homeowners to run their bathroom fans before, during and a half hour after a hot shower to cut down on the condensation in the vent pipes. Running the exhaust fan for 20 to 30 minutes after a shower helps dry out any condensation that may have formed.
2. The board discussed getting bids for a timer to be installed on homeowners bathroom vent fan switch. This timer would allow the fan to run for a period of time and then shut automatically.
3. The annual meeting will be held May 25, 2011 from 6:00 – 8:00pm at the new Hudson Library. Further information will be forthcoming.

New Business:

1. No new business

The next board meeting will be on April 20, 2011 at 6:30pm.

The location of the meeting is 44 Brighton Path.

For more information go to the web site at:

[www.neighborhoodlink.com/Lighthouse Carriage Homes/home](http://www.neighborhoodlink.com/Lighthouse%20Carriage%20Homes/home)

A motion was made to adjourn the meeting by Daryl Jones and seconded by Mary Ann Stickney. **Motion Carried.**