

Muirfield Association, Inc.
Board of Trustee Meeting

- Meeting Date:** Wednesday, November 14, 2007
- Meeting Place:** Muirfield Association Office
8372 Muirfield Dr., Dublin, OH 43017
- Attendance:** Trustees: Peggy Pace, Robert Fathman, Warren Fishman, O. H. Koeplin, Trustees absent: Diana Evans, John Reiner, Matthew Stavroff, Scott Streator, Steven Miller.
Staff: Walter Zeier, Chad Heald, Larry Holbrook, Sue Leonard.
- Guests:** Lynnette Streator, representing the Muirfield Village Civic Association and Neil Pepper, representing the Glenbarr Association.
- Pre-Meeting Discussions** - Until a quorum was present, Board of Trustee members in attendance heard informal reports from the following representatives:
- Resident Communication** Mr. Pepper, representing the Glenbarr Association, spoke concerning the erosion problem along the Glenbarr lake. A survey done recently showed that the lake edges are part of Muirfield's common property. Maintenance of the lake and its banks are the responsibility of Muirfield Association. Mr. Pepper thanked the trustees for their interest in repairing the lake and said that Glenbarr Association is willing to grant permanent easements so that Muirfield Association can access the lake in various areas to correct the erosion problem. The group understands there will be challenges in accessing some portions of the bank.
- Civic Association Report** - Ms. Streator reported that the Muirfield Civic Association netted \$14,000 from the Black & Tan charity event. The group is changing youth activities to focus on more age-related interests. Next year, the Civic Association's 5K run will be organized by "Columbus Running" to bring a more local aspect to the event.
- Grounds & Facilities Report** - Since a representative from the Grounds & Facilities Committee did not attend, Mr. Zeier encouraged the group to read the minutes of the Grounds & Facilities Committee meetings. He would answer questions since he had attended the committee meetings.
- Civic Action Report** - Mr. Fathman reported for the Civic Action Committee noting that Muirfield Village residents are still experiencing numerous power outages. The Civic Action Committee is working toward obtaining better information and improved response from American Electric Power Company.
- Trustees John Reiner, Matthew Stavroff, and Scott Streator arrived at 4:51 p.m., making a quorum.
- Start Time:** 4:55 p.m.
- Chaired by:** Vice President, Peggy Pace
- Call to Order** - Meeting called to order by Ms. Pace.
- Minutes of last meeting were mailed earlier in the week. There were no corrections.

**Call to Order,
cont'd.**

- Mr. Streator moved to approve the minutes of the September 12, 2007 Board of Trustee meeting as submitted. Mr. Fathman seconded the motion. Vote: 7 for, 0 against, 0 abstained. Motion passes 7,0,0.

**President's
Report**

- Ms. Pace reported that Ms. Evans is recuperating from knee surgery. Flowers and a card were sent on behalf of the board members and staff.
- No phone calls or correspondence had been received.
- Ms. Pace appointed Mr. Streator, Mr. Reiner and herself to the 2008 Nominating Committee. At least three residents in good standing will be placed in nomination for positions on the Board of Trustees and three residents in good standing will be placed in nomination for positions of the Grounds & Facilities Committee. The Nominating Committee will follow the criteria developed last year for placing names into consideration for these positions.

**Treasurer's
Report**

- Mr. Zeier presented the Profit & Loss vs. Actual Report and Balance Sheet for the period ending October 31, 2007. There were no questions.
- Mr. Zeier went over the 2007 Capital Expenditures Budget, noting that cash on hand at year-end 2007 is projected at \$1,156,000. The capital expenditures for 2007 totaled \$448,100, nearly \$25,000 under the estimated budget.
- Mr. Zeier presented the 2008 Capital Expenditures Budget.

The Administrative Department requested an elevator to assist residents who find it difficult to manage the office stairs. After discussion, it was decided to eliminate the elevator from the capital expenditures budget.

Under the Grounds Department, the trustees asked for an increase in funds to add additional plant material to the median beds. Mr. Reiner and Mr. Zeier will choose locations for these additional plants. Also in the Grounds Dept., Mr. Zeier described the equipment needed to replace and/or add to our fleet. A new expenditure for this department was a tree injection system to assist in saving the affected Ash trees. An article will be added to the next Association newsletter informing residents that local contractors can provide this service for their properties.

The Shop Department budget included development of plans to expand the shop facilities.

The Muirfield Drive Pool Department included development of a chipping and putting green in the open space behind the pool facility. After discussion, Mr. Streator suggested that the putting green be kept on the budget, but get additional bids from other companies. Another item was bathroom partition replacements. The trustees instructed Mr. Zeier to look for quality products that resist rust. Until another product is found, the current estimate will remain on the capital expenditures budget.

The Glick Road Pool Department included plans to remodel the bathroom facilities with new drywall, wall tile, flooring, and light fixtures. Board members instructed Mr. Zeier to look for other dealers, hoping to get quality products for less cost. Another item was a spare pool pump. Last summer, a pool pump had to be replaced, and because a second pump was on hand, the repair was successfully done without interruption of pool activities. The trustees directed that a newsletter article about the handy repair be included in the next newsletter.

**Treasurer's
Report, cont'd.**

Mr. Streator moved to approve the 2008 Proposed Capital Expenditures Budget with exception of the elevator and looking at other options as noted above. Mr. Stavroff seconded the motion. Vote: 7 for, 0 against, 0 abstained. Motion passes 7,0,0.

- Mr. Zeier presented the 2008 Proposed Operating Budget, reviewing each department's expenses. Mr. Zeier clarified that the Bad Debt expense included more write-offs from unpaid assessments and finance charges than had been anticipated. The trustees were aware of a significant write-off that they had approved last summer.

Ms. Pace asked that the Grounds & Facilities Committee look into suggestions for providing healthier food selections at the pool concessions, understanding there is limited space to store and serve additional food items.

Mr. Fathman moved to approve the 2008 Proposed Operating Budget as submitted. Mr. Reiner seconded the motion. Vote: 7 for, 0 against, 0 abstained. Motion passes 7,0,0.

**General
Manager's
Report**

- Mr. Zeier noted that of the 66 design review plans received during the past two months, 86% of them had been approved.
- Mr. Zeier presented a list of properties where long-term deed violations have not been corrected even after three notices were sent. Mr. Stavroff moved to revoke the privileges of those listed properties that have not complied with the violation notices. Mr. Fishman seconded the motion. Vote: 7 for, 0 against, 0 abstained. Motion passes 7,0,0.
- Due to other commitments, Mr. Reiner left the meeting.

Old Business

- Mr. Zeier reported that 430 trees have been planted on common property this year. An article will be included in the next newsletter informing residents of the enhancements being made to common ground.
- Mr. Streator reported that the Long-Range Planning Committee had met last month and is planning another meeting in January. A report will be prepared for review at the January trustee meeting.

New Business

- Trustees discussed adding etched Memorial Tournament logos to the blank panels on the entry wall at Brand Road. Mr. Fathman moved to have Mr. Zeier contact Muirfield Village Tournament officials to see if they would be interested in having the Memorial Tournament logo incorporated into the blank panels on the entry wall at Brand Road. Mr. Fishman seconded the motion. Vote: 6 for, 0 against, 0 abstained. Motion passes 6,0,0.

Adjournment

- Mr. Streator moved to adjourn the regular meeting and go into executive session. Mr. Stavroff seconded the motion. Vote: 6 for, 0 against, 0 abstain. Motion passes 6,0,0. Meeting adjourned at 6:40 p.m.

Respectfully submitted by:


Walter Zeier, Secretary/Treasurer
Muirfield Association, Inc.