

Muirfield Association, Inc.
Board of Trustee Meeting

- Meeting Date:** November 16, 2009
- Meeting Place:** Muirfield Association Office
8372 Muirfield Dr., Dublin, OH 43017
- Attendance:** Trustees: Steven Miller, Chris Curry, Diana Evans, Robert Fathman, Warren Fishman, Michael Grodhaus, John Reiner, Scott Streator
Trustees Absent: Jeff Stucke.
Staff: Walter Zeier, Tony Heald, Sandy Moreland.
- Guests:** None
- Chaired by:** President, Steven Miller
- Call to Order:**
- Meeting called to order at 4:35 p.m.
 - Motion to approve minutes of September 21, 2009 Board of Trustee meeting moved by Mr. Streator. Seconded by Mr. Fathman. Vote: 8 for, 0 against, 0 abstain. Motion passes 8,0,0.
- Trustee, Jeff Stucke, arrived at 4:40 p.m.
- Grounds & Facilities Report**
- The Grounds & Facilities Committee meets March through October. No reports will be made until next spring. The trustees discussed the objectives of this committee. All agreed the committee is valuable as an extra set of eyes and ears, bringing new ideas, offering resolutions and making recommendations to the board. The trustees recognize that this committee performs much research and background work before presenting a recommendation for the board's consideration.
 - Mr. Reiner requested that the Association apply for the City of Dublin's 'Beautify Your Neighborhood Matching Grant', offering up to \$5,000 towards improving and enhancing local neighborhoods, suggesting the Grounds & Facilities Committee be involved in this project.
- Civic Assn. Report**
- Mr. Fathman reported the Muirfield Civic Action Committee (CAC) sent flyers encouraging residents to vote in the recent election.
- President's Report**
- Mr. Miller appointed Mr. Stucke, Mr. Grodhaus, and Mr. Curry to the Nominating Committee. This committee is responsible for presenting a slate of at least three persons for nomination to positions on the Board of Trustees and at least three persons for nomination to positions on the Grounds & Facilities Committee. The April 2010 Annual Meeting date has not been set yet.
- Treasurer's Report**
- Mr. Zeier reviewed the 2009 Year End Surplus, showing a projected year-end surplus of \$1,255,000.
 - The 2010 Operating Budget proposes \$1,920,000 income, \$1,915,000 expenses, leaving a proposed year-end surplus (after capital expenditures) of \$1,171,000. Each department's operating budget was individually reviewed.

Treasurer's Report, cont'd. - The 2010 Capital Expenditures Budget proposes \$97,000 in expenses to include computer upgrade, security cameras, bridge reconstruction, irrigation, and replacement of grounds equipment.

Executive Session - In order to discuss compensation expenses in the proposed operating budget, Mr. Miller moved to adjourn to executive session. Mr. Fathman seconded the motion. Vote: 9 for, 0 against, 0 abstain. Motion passes 9,0,0.

Following Executive Session, Mr. Streator and Mr. Reiner left the meeting at 5:55 p.m. for other business commitments.

Regular meeting re-convened - Mr. Miller moved to adjourn executive session and reconvene the regular business meeting. Mr. Fishman seconded the motion. Vote: 7 for, 0 against, 0 abstain. Motion passes 7,0,0.

Treasurer's Report, cont'd. - Mr. Fathman moved to approve the 2010 Operating and Capital Expenditures Budgets with the following revisions: the wage increase for employees, excluding the general manager, shall be set at 2%; the general manager's compensation (conveyed to him after the meeting) is to be included in the operating budget. Mr. Grodhaus seconded the motion. Vote: 7 for, 0 against, 0 abstain. Motion passes 7,0,0.
- Mr. Miller asked that the minutes reflect that both Mr. Streator and Mr. Reiner approved the revisions made during executive session, but not counted in the vote due to their departure at the end of executive session.

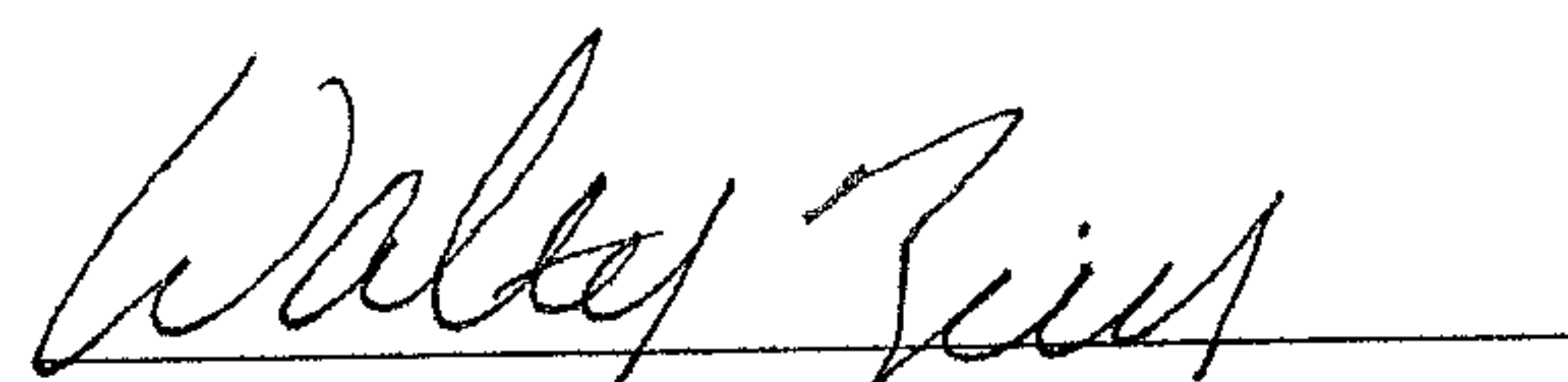
General Manager's Report - Mr. Zeier presented the Design Control Committee report ending October 31, 2009 There were no questions.
- There were no deed violations to review for revocation.

Legal Counsel Report - Mr. Heald reported no litigation at this time.

Old Business - At the last meeting, the trustees tabled a request from a Deeside Drive resident asking the Association to install Muirfield perimeter-style fencing along Concord Road south of Deeside Drive to Sunningdale Lane. After viewing the location, extent of common ground, and distance of pathway from the street, the trustees agreed that fencing is not necessary in that area. A response letter will be sent to the resident.
- At the last meeting, a resident requested that signage be posted along her property reminding residents to leash and control their dogs, refrain from trespassing, and clean up after them. As a trial circumstance, staff posted two temporary signs on common ground, near her property, alerting residents that Dublin's dog leash law is being enforced within Muirfield Village. The signs were removed within 2 weeks and no further attention has been needed.

- Old Business, cont'd.** - A question was asked about the deed requirements for all types of temporary signage. After discussion, trustees agreed that the normal notification process should be followed where signage is in violation (specifically OSU football flags).
- New Business**
- Mr. Miller appointed Mr. Curry, Mr. Stucke and Mr. Streator to work with staff and website developers to update the Association's website.
 - After discussion, the trustees agreed that a fee should be assessed for costs associated with administering the deed enforcement process. Staff was directed to provide a written description of the deed violation notification process, create a fee structure, provide a basis for the fees, and select a timeframe for implementation of the fee assessment. The trustees will review the process and fee structure at the next meeting. Before implementation of the administrative fee, the Muirfield population will be made aware of the fee by way of newsletter articles, phone calls (to violators impacted by the fee imposition) and other written correspondence. Adequate time will be given for residents to be aware of the new policy.
 - A recommendation from the Long-Range Planning Committee, and agreed upon by the trustees, was to consider hiring architect/landscape consultant(s) to assist residents who are developing plans to update their properties. The consultant(s) would also assist the Design Control Committee in their duties. Staff was directed to develop guidelines for hiring an architect/landscape consultant(s), describing scope of work needed, responsibilities, and compensation. One or two persons may be hired. The trustees will review the guidelines, responsibilities, and fee structure at the next meeting. This service could be offered to residents once consultant(s) are hired and trained, guidelines set, and residents informed of the new service.
 - Mr. Fathman asked that a regular meeting date be set for the coming year. Staff will gather a calendar of approximate dates and send to the trustees.
 - Mr. Zeier received one quote for employee health care options. Additional quotes are expected and will be presented for review at the next board meeting.
- Adjournment** - Mr. Fishman moved to adjourn the meeting. Mr. Fathman seconded the motion. Vote: 7 for, 0 against, 0 abstain. Motion passes 7,0,0.

Respectfully submitted by:



Walter Zeier, Secretary/Treasurer
Muirfield Association, Inc.