

Muirfield Association, Inc.
Board of Trustee Meeting

Meeting Date: Monday, November 21, 2011

Meeting Place: Muirfield Association Office
8372 Muirfield Dr., Dublin, OH 43017

Start Time: 4:30 p.m.

Attendance: Trustees: Jeffrey Stucke, Michael Grodhaus, Diana Evans, Robert Fathman, Warren Fishman, Peggy Pace, John Reiner, Scott Streator and Chris Curry (electronically).
Staff: Walter Zeier, Sandy Moreland.
Legal Counsel: Jeffrey Kaman

Chaired by: President, Jeffrey Stucke

Call to Order:

- Meeting called to order by Mr. Stucke.
- Motion to approve minutes of September 19, 2011 Board of Trustee meeting moved by Ms. Pace. Mr. Grodhaus seconded. Vote: 9 for, 0 against, 0 abstain. Motion passes 9,0,0 .
Motion to approve minutes of October 17, 2011 Board of Trustee meeting moved by Mr. Fathman. Ms. Pace seconded. Vote: 9 for, 0 against, 0 abstain. Motion passes 9,0,0 .

Executive Session

- With legal issues to discuss, Mr. Grodhaus moved to adjourn to Executive Session. Mr. Fathman seconded the motion. Vote: 9 for, 0 against, 0 abstain. Motion passes 9,0,0 .

Regular meeting re-convened

- Mr. Fathman moved to adjourn executive session and reconvene the regular business meeting. Mr. Streator seconded the motion. Vote: 9 for, 0 against, 0 abstain. Motion passes 9,0,0 .
- Mr. Streator moved to approve funds to have a re-assessment of property values done for Muirfield common elements. Attorney fees would be approximately \$13,000; professional appraisal approximately \$5,000. Mr. Grodhaus seconded the motion. Vote: 9 for, 0 against, 0 abstain. Motion passes 9,0,0 .

Nominating Committee

- Mr. Stucke appointed Mr. Fishman, Mr. Reiner, and Ms. Evans to the Nominating Committee. Trustees up for re-election are: Messrs. Curry, Grodhaus and Streator. Grounds & Facilities Committee members up for re-election are: Tom Oleksa, Michael Russell, and Kevin Williams. Report to be made at January meeting.

President's Report

- Mr. Stucke presented a price comparison of 5 companies who submitted a Request For Proposal for auditing services.

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

After discussion, Mr. Streator moved to have general manager negotiate with Pritchett, Dlusky, Saxe & Keller Company to get the best rate possible, based on the RFP. Mr. Fathman seconded the motion. Vote: 8 for, 0 against, 1 abstain. Motion passes 8,0,1.

- Mr. Zeier presented an overview of companies who responded to the RFP for a reserve study. Results of a reserve study will show liabilities for the next 10-15 years. Criterium Liskay Engineers were selected to perform the reserve study. Results should be available before the annual meeting in April. Approval for the \$4,200 fee is included in the 2012 proposed Capital Expenditures Budget.

**Treasurer's
Report**

- Mr. Zeier presented the Profit & Loss vs. Actual Report and Balance Sheet for period ending October 31, 2011. Only item was over budget - pool expenses - due to new lifeguarding requirements.
- Mr. Fathman noted that the previous Home Improvement Seminar expenses were shared by the Muirfield Homeowners Association, the Muirfield Civic Association, and the Architect speakers. The Civic Association will no longer provide financial assistance in sponsoring the seminars. The architects will discuss whether to continue this service and will give an opinion at the next meeting.

**General
Manager's
Report**

- Mr. Zeier presented the Design Control Committee report ending October 31, 2011. Updates and remodels continue to be processed.
- Mr. Zeier presented the list of deed violations scheduled for revocation. Mr. Reiner moved to revoke privileges from the list of property owners who have not corrected long-term violations. Mr. Fathman seconded the motion. Vote: 9 for, 0 against, 0 abstain. Motion passes 9,0,0 .

Old Business

- None

New Business

- Mr. Zeier presented two possible operating budgets for 2012, both deleting the resident directory and decreasing pool hours, as directed by the Board of Trustees at their October meeting. Both budgets showed the same expenses; the difference on the income side demonstrated one budget calculated at \$2 per \$1,000 of assessment income and the other budget calculated at \$2.20 per \$1,000 of assessment income. Mr. Stucke asked for trustee comments.
(Due to other business commitments, Mr. Reiner had left the meeting at 6:30 p.m.) Discussion followed looking at alternatives for cutting pool operation costs, pool furniture repairs, whether to raise the assessment and, if so, how much. After long discussion, Mr. Fathman moved to approve the 2012 Capital Expenditures Budget, and the 2012 Operating Budget with a \$2.25 per \$1,000 increase in assessment for the next twelve months, understanding that staff will continue to find ways to cut costs while maintaining amenities. Ms. Pace seconded the motion. Vote: 6 for, 2 against, 0 abstain. Motion passes 6,2,0.

- Executive Session** - With personnel issues to discuss, Ms. Evans moved to adjourn to Executive Session. Mr. Fathman seconded the motion. Vote: 8 for, 0 against, 0 abstain. Motion passes 8,0,0 .
- Regular meeting re-convened, Adjournment** - Mr. Streator moved to adjourn executive session and adjourn the regular business meeting. Mr. Fishman seconded the motion. Vote: 8 for, 0 against, 0 abstain. Motion passes 8,0,0 . Meeting adjourned at 6:55 p.m.

Respectfully submitted by:



Walter Zeier, Secretary/Treasurer
Muirfield Association, Inc.