

ETHAN COMMONS HOMEOWNERS' ASSOCIATION
ANNUAL MEETING
April 15, 2024
Location: Twinsburg Golf Course- Aaron & Moses Restaurant

CALL TO ORDER:

The Annual Meeting of the Ethan Commons Homeowners Association was called to order at 6:08 by Property Manager, Steve Avner and President, David Post. All were welcome to the meeting.

DETERMINATION OF QUORUM:

A quorum of homeowners was determined. We recognize that the homeowners present, either in person or by proxy, constitute a quorum for the purpose of conducting association business.

Steve encouraged all residents to reach out with any questions or concerns.

David explained the purpose of the Annual Meeting is to approve the 2023 Annual Meeting Minutes and to hold an election of board members per the governing documents.

Steve A. stated all attendees would have the right to vote tonight and all proxies would be accounted for.

INTRODUCTION OF BOARD MEMBERS AND COMMITTEES:

Steve Avner, Property Manager, introduced the Board Members: President, David Post; Vice President, Geni Spera; Secretary, Courtney Ross; Trustee, Sheila Williams. Treasurer, Rick Bongiovanni; Trustee, Lori Stewart; and Trustee, Scott Barr were unable to attend. Steve Patriok, CPA, representing Premier Accounting Inc. was present.

All Board Members who were present gave an introduction of themselves and their involvement with the Board.

David Post: David has served on the Board for ten (10) plus years and he has served as President of Ethans Green for four (4) years. David also serves on the Twinsburg's City Council. He enjoys being of service to the Board and the community. David works as a math teacher.

Sheila Williams: Sheila has served on the Board for two (2) years and has been a resident of the community for twenty (20) plus years. Sheila enjoys being part of positive change and making sure the community continues to be a desirable place to live. Sheila stated she has served and continues to serve on many Boards within the community including her local community, Cobblestone.

Courtney Ross: Courtney has served on the Board for one (1) year and has enjoyed being a part of all the Board has accomplished. Courtney works in real estate and serves as a coach in functional medicine. Courtney is also the President of her HOA- Orchard Hill.

Geni Spera: Geni stated that she previously served on the Ethans Board for sixteen (16) years plus and has lived in the community for over twenty-three (23) years. She previously took a brief time off but is happy to be serving on the Ethans Green Board again. Geni also works with the Foundation of the Twinsburg Library.

Scott Barr: Scott was absent.

Rick Bongiovanni: Rick was absent.

Lori Stewart: Lori was absent.

APPROVAL OF MINUTES FROM THE 2023 ANNUAL MEETING:

Approval of the Minutes: Mr. Johnson moved to waive the reading and approve the 2023 minutes as presented. Ms. Zavarella seconded the motion. The motion passed unanimously. These minutes will be posted to the Ethans Green website.

**CARLYLE MANAGEMENT/R.N. LANDIS MANAGEMENT REVIEW AND FINANCIAL REPORT
(Steve Avner, Property Manager & Steven Patriok, CPA):**

Steve Patriok, a Certified Public Accountant, representing Premier Accounting, Inc. provided a presentation of the Financial Report. Steve P. stated the accounting firm is independent from the management company and the Board. A copy of the Financial Report was provided to all attendees. Following a review of the Ethans Green Financials, the Board has fulfilled its fiduciary responsibility and the Association is in good standing. Steve P. reviewed the Income Statement which shows all monies in the Operating and Reserve Funds. He also reviewed the budget figures against the actual monies spent. Steve P. stated the varying figures at the end of the year were due to prepaid balances. Steve P. further explained that liens and foreclosures are monitored by the Board and legal services to collect any unpaid monies owed to the HOA. The Board did spend \$20,542.00 over the budgeted amount for landscaping; however, Steve P. stated this is permissible as the monies were spent to beautify the community. David clarified that the playgrounds are run by the City of Twinsburg. Steve P. explained the Reserve Fund is to cover cost once the life of Ethans Green property needs to be replaced. Steve P. explained the last large purchases (from both accounts) were for new signs (\$100,000+), landscaping, and legal fees. David stated the dues have been raised by \$6.00 per year to help increase the Reserve Fund. The Board had elected to change legal firms from Kaman & Cusimano to the Eques Law Group and attorney, Lindsey Wrubel. The Board made the decision to save on legal fees. The Board is prohibited from paying out monies for social events. A Reserve Study should be completed every five (5) years, and the Board will look to have a Reserve Study done by 2025. A Reserve Study is required by law. Finally, Steve P. explained that Ethans Green is a "not for profit" status which means the HOA can make money but is not required to pay taxes.

PRESIDENT'S REPORT:

David Post stated that the current Board has continued to work together successfully and has completed significant projects. David encouraged all Unit Owners to reach out to Carlyle Management-Steve Avner or to reach out via the website. The website is monitored, and David or Geni will respond to Unit Owners within twenty-four (24) to forty-eight (48) hours.

The Board has voted to obtain low voltage lighting for the new signs. The total cost will be between \$6,000-\$7,000. The Board did do their due diligence and got multiple quotes.

David emphasized the Board has gone with a new legal firm to keep legal fees down. Steve A. stated there is no annual fee required by Eques Law Group.

The Board will be conducting their Spring Walk Around in May and any concerns that require attention will be addressed at this time. Turfscape will be providing landscaping services; however, the Board does acquire quotes when current contracts are due for renewal. The Board continues to work with the ODNR (Ohio Division of Natural Resources) on controlling the geese population. The geese population is controlled through adding of the eggs. The Board requests Unit Owners do not feed the geese.

The Ethans Green garage sale is scheduled for August 9th and August 10th. The Board is trying a later date this year to avoid other area garage sales. All Unit Owners within Ethan Green are welcome to participate. This information may be found on the website.

David and Steve A. apologized for the issues many Unit Owners have had with the new software system, CINC, being used by Carlyle Management and billing. Many of the problems have been corrected; however, any further issues should be directed to Carlyle Management. Steve A. advised Unit Owners not to pay via the CINC system but rather to pay via their bank or to write a check. The CINC system will apply a \$3.00 fee to use this method.

ELECTION:

Steve Avner stated the main purpose of an Annual Meeting is to hold elections. A ballot was passed to all attendees with the following individuals willing to run for the Board: David Post, Courtney Ross, Geni Spera, Lori Stewart, Sheila Williams, Rob Crombie, and Bill Furey. Steve asked for any other nominations from the floor. Peter Brown added his name to the ballot. Mr. Neiss moved, and Ms. Laba seconded to close the nominations. There were eight (8) candidates willing to run for the seven (7) open positions. Steve informed all those filling out a ballot, only seven (7) votes could be cast. Should a ballot have all eight (8) names checked, the ballot would be voided. The new candidates running for the Board, Rob Crombie, Bill Furey and Peter Brown, were given the opportunity to introduce themselves. All ballots were collected. Laura Schwartz and Steve Avner volunteered to help count the ballots. The vote was as follows and the 2024 Board will be: David Post, Courtney Ross, Geni Spera, Lori Stewart, Sheila Williams, Rob Crombie and Bill Furey.

OPEN FORUM (answers to questions from the floor):

1. Homeowners would like to see the Annual Meeting notice placed on the website. Homeowners would also like to see the Garage Sale posted on the website.
2. Homeowners would like to see the governing documents (Rules & Regulations) updated. The cost is estimated to be \$10,000-\$15,000. A committee will need to be developed as 75% of Unit Owners is needed to approve any changes. David asked for volunteers to sign up if interested. The process can take several years to pass. There are 1387 homes in Ethans Green. The Board recognizes that the Rules and Regulations are important to enhance property value and to ensure a sense of community. The suggestion was made to send a pre-stamped envelope with any correspondence to encourage participation.
3. Steve confirmed that there are a total of four (4) ponds that are maintained by Ethans Green. A portion of the pond outside of Aaron & Moses is maintained by Ethans Green and the rest is maintained by the golf course.
4. Homeowners were informed that mulch will be applied this year.

INTRODUCTION OF THE BOARD: The Board committed to making collective decisions for the common good.

ADJOURNMENT: Ms. Whales moved to adjourn the meeting, all in favor. The meeting was adjourned at 7:28p.m.

Respectfully Submitted,

Michelle Miller, Recorder

_____ **President**

_____ **Secretary**