

**Mills Creek Association**  
**Regular Meeting of the Board of Directors**  
**5837 Tree Moss Lane**  
**Thursday, July 16, 2020**

**Directors present (in-person):**

Pat Collins, President	Ken Peterson, Vice President and Pools
Patricia Steinmetz, Treasurer	Tom Schreiner, Clubhouse
Kristin Harper, Corporate Secretary and Social	Dave Clark, Grounds and Recreation
Dan Fronczak, Architecture & Deed (A&D)	Shawn Nickens, Civic and Security
Nancy Kubiak, Corporate Secretary	Sean Hicks, Pool Manager
John Chagin, Lawrence Management	

**I. Call to Order:**

Meeting was called to order by Pat Collins at 7:02 pm.

**III. Minutes of the Preceding Meeting:**

A. Tom Schreiner motioned to approve the June 18, 2020 Board of Director's meeting minutes.  
Kristin Harper seconded the motion. The motion was unanimously approved.

B. Officers Reports

a. President (reviewed written/submitted)

b. Vice President and Pools (reviewed written/submitted report)

c. Clubhouse (reviewed written/submitted report)

d. Architecture & Deed

i. 22 violations, 9 site visits/discussion with homeowner and 6 requests for approval

ii. Report details will be sent out by the end of the week

iii. Russ is doing a great job helping and is good right-hand man

iv. Approach is to talk first on 75-80% of the violations, most issues revolve around vehicles, lawns and general maintenance

v. Plan will be to get back to requestor when the item is resolved

e. Social (reviewed written/submitted report)

f. Grounds and Recreation

i. The bridge caps/stones were completed on Fieldstone Circle

ii. Wilson has not yet removed the trees along the South Pool creek bank

g. Civic and Security

i. Reviewed all the lights in the common areas

ii. S/L 22 5626 Mills Creek Lane lamp not lit, will check to see if just a bulb change is needed

h. Corporate Secretary

i. Going to work on rules and Director's handbook

1. Update job description in early fall

i. Treasurer

i. Review being done by Lawrence

**III. Financial Reports:**

A. Total Equity & Liability      \$349,915.53

B. Total Operating Receipts      \$938.35

C. Ending Cash Balance      \$165,003.92

Expenses to note:

\* GL 6517 Trash can/policing service by landscape company, Western Reserve

\* GL 6840 North pool inverter and motor installation

\* GL 6925 Lamp post parts

\* GL 7235 South pool house cleaning and North pool leak detection

\* GL 7270 Tennis court replacement reels

Ken Peterson motioned to approve the June 30, 2020 association financials. Nancy Kubiak seconded the motion. The motion was unanimously approved.

#### **IV. Old Business:**

- A. Sales report was reviewed
- B. Pool Opening – Feedback
  - a. Sean Hicks he was surprised and pleased that opening of the pools exceeded his expectations.
  - b. Appreciative that Ken, Pat C. and Nancy were there during opening and helpful prior to opening.
  - c. No real issues with any residents, they are happy the pool is open to get feet wet and have somewhere to go.
  - d. Mostly positive comments on social media
  - e. Pool inspection
    - i. Day 1, inspector was at the North Pool. Day 2, he was at the South Pool
      - 1. Missing a screw in the drain cover
      - 2. Both baby pool flow meters, 8” flow to 6” flow has been that way for years. Digital reader recommended, Sean Hicks will get a price form OP Aquatics.
      - 3. South Pool backflow lines corrected for the third straight year
    - ii. From a COVID perspective, the pools were set-up the way Health Department wanted them. Pleased with the deck mapping.
  - f. Staffing
    - i. Another guard was hired
    - ii. Sufficient staff to get all of July scheduled and most of August
    - iii. August staffing could be difficult due to the timing of school openings
      - 1. Will need to evaluate the calendar
      - 2. School start may be pushed back
  - g. South Pool will be closed on August 16<sup>th</sup>
  - h. Pool Operations
    - i. North Pool has been operating beautifully since skimmers were patched
    - ii. Drain covers need to be replaced every 5-7 years
    - iii. Baby Pools
      - 1. Difficult to maintain
      - 2. Needs to be filled often and chlorine added consistently
      - 3. Tried to patch, possible line issue and needs to be replaced
- C. Wading Pool Fence Installation
  - a. Fences are slated for a mid to end of August installation
- D. Clubhouse
  - a. Reviewed the cost to sanitize the clubhouse after each use. Potentially have the costs included in the rental. Donna would still need to clean after.
  - b. Discussion around possibly opening for social type (i.e. book club)
  - c. Still not allowed to have gatherings of more than 10 people
  - d. Tom Schreiner made a motion to keep the clubhouse closed at this time. Pat Steinmetz seconded the motion. The motion was unanimously approved.

#### **V. New Business:**

- A. Pool Rule Modifications
  - a. After a lengthy discussion, it was determined to keep the existing pool rules in place as there are not many weeks left in the season. If still under a pandemic in 2021, pool rules will be reviewed prior to the season for any alterations.
  - b. Tom Schreiner made a motion to have the tent installed in one location for shade purposes and for Sean Hicks to purchase a new tarp. Nancy Kubiak seconded the motion. The motion was unanimously approved.

B. Recreation Area

- a. The playground will remain closed due to the sanitization requirements
  - i. It has been witnessed people are using the playground
- b. Both Dave Clark and Nancy Kubiak have encountered young people congregating at the basketball courts and have tried to respectfully inform the group to keep to less than 10. Still appears to be non-residents utilizing the amenities. Some have been receptive while others are not as understanding.

C. Next Meeting

- a. Board of Directors monthly meeting will be held on August 20, 2020 at 7:00 pm.

**VI. Adjournment**

Tom Schreiner adjourned the July 18, 2020 Board of Directors meeting at 8:10 pm.