



BYLAWS CHANGES PROPOSED - PLEASE VOTE

Spyglass Hill Association Newsletter September 2013

News from the President – Dan Easa:

This is the fall newsletter which means summer is just about over. Some would say it never began but it was still a very good summer and better than winter.

In this article I want to talk about some relatively minor bylaw changes (actually “updates” would be a better word than “changes”) that I’d like to see approved and the reasons why.

First of all why are we proposing these changes? We note the following compelling reasons for these changes/updates:

- The bylaws have not been reviewed in at least 5 years although the environment has changed a great deal in that time.
- Current board member positions are very detailed. This level of detail limits flexibility in assigning duties. Currently, to assign the best person for certain tasks often means violating the bylaws.
- Board member duties have become unbalanced. Some positions require a great deal of work and effort while other positions require very little work and effort.
- Since it is our financial responsibility to eliminate waste and save money, these minor changes align us for potential bigger changes that we will be proposing next Spring. Those changes have the potential to save us a substantial amount of money per year.
- General clean-up of the bylaws’ wording, e.g. syntax, inconsistencies, etc.

So that’s basically why we are proposing these changes. They truly are minor and will have virtually no impact. The following is a summary of the Proposed Bylaw Changes:

Align the board member’s terms of office to the calendar year.

In the past we have had three different beginning and ending dates for three different durations: January 1st to December 31st for dues, June 1st to May 31st for financial reporting, and October 1st to September 30th for board member terms. We have already aligned the financial reporting to a calendar year for much better control and convenience but to bring the board member terms in alignment we need to modify the bylaws and hence this vote. This is really a very minor change and will be completely transparent. This does not change the actual two year duration of the term.

Eliminate the December Homeowners Meeting.

We currently hold three homeowner meetings a year but the December meeting is extremely rarely attended. (And I do mean rarely attended.). We had only one homeowner at the last December meeting and quite often have zero attendees at this meeting. It is understandable why no one comes to the December meeting since there's never any development items to talk about in the winter.

Eliminate wording regarding standing committees.

Standing committees are ongoing committees that always meet. None of the standing committees mentioned in the bylaws have met for at least 5 years and probably a lot longer than that. Standing committees are probably a holdover from a much early and different time. This change does not affect special ad hoc committees which we do use. This is only standing committees, that is, committees which are supposed to meet all the time.

Make board members duties more generic to allow for more flexibility.

Currently the bylaws state some extremely detailed and minor duties for certain board member duties while other important duties are not mentioned at all. Very detailed duties often prevent the best person for a given task from being assigned to that task. We propose to make the duties somewhat more generic and therefore more inclusive and more flexible.

Remove inconsistencies and correct grammar.

We propose to correct several obvious grammar and inconsistencies. These corrections will not actually change any of the bylaws.

The opportunities and benefits to modernizing the bylaws to the current environment can be summarized as increased flexibility, better consistency, eliminating obsolete portions of the bylaws and most importantly it aligns us for phase II of this effort which will save substantial money each year.

As stated in the bylaws, ballots must be returned to an officer, mailed to P.O. Box 360183 or emailed by replying to this email and received no later than one hour before the homeowner's meeting on September 15, 2013. Votes not received by 6:00 PM on September 15, 2013 will not be valid. Only one ballot per household is permitted and addresses will be validated at the voting count.

Please help us help the association by voting "yes".

The agenda for the Meeting on September 15th is as follows:

Opening

Welcome and opening remarks – Dan Easa

Officer Reports:

Vice President's Report – Rick Thornton

Treasurer's Report and review and vote on next year's budget – Dan Gavala

Recreation/Pool Report – Mark Kotlarz

Social Chairperson – Kate Rose

New Business

Board members vote:

Vice President

Treasurer

Social Chair

Vote on minor changes to the bylaws

Open floor discussion of any items

Closing

Adjourn

Vice President News – Rick Thornton:

The summer season has yielded relatively mild weather. Consequently, this has been a good growing season for the grass, bushes, and trees in the common areas. We are continuing to monitor and cut down the dead Ash trees in the common areas. Thanks for everyone's ongoing help to keep the common grounds, pool area, tennis court, and sidewalks free of litter.

There have been numerous comments about overhanging tree branches above the sidewalks. As a courtesy to pedestrians, please trim any low hanging tree branches and bushes along your sidewalks. Thanks for your cooperation!

Regarding approval of home and property improvement projects, please refer to the Warranty Deed for guidelines and restrictions. A copy of the Warranty Deed can be found on our website. Please contact us if you need additional information and/or project approval.

Recreation Center News – Mark Kotlarz

Another pool season has come to a close. Other than the weather, it was a fairly quiet summer at the pool and tennis courts. Next spring, we will take a closer look at the lifeguard staffing and see if any changes need to be made. Some minor repairs and improvements are in the works for next year to help improve the appearance of the clubhouse and pool. If you have any suggestions or comments, please E-mail or call me at any time.

(440)238-9996
markkotlarz@wowway.com

Treasurer's Report – Dan Gavala

The Income Statement and Balance Sheet for the Period Ending July 31, 2013 is attached. Please review the Proposed Budget for 2014.

Rentals of the Recreation Center – Brad & Kelly Esarove

If you need to reserve a date for rental of the Spyglass Hill Association Recreation Center, please contact Brad & Kelly Esarove at 440-846-8703 or send an e-mail to bradandkelly@spyglasshomeowners.com to request a reservation. We will return your call as soon as possible.

The cost for rental is as follows:

Monday thru Thursday	\$55.00
Friday, Saturday and Sunday	\$75.00

*When reserving the room, we require a refundable \$100.00 security deposit check to hold your date. A cleaning deposit check in the amount of \$50.00 has been added to the rental program. When you pick up the keys for your event, you will then pay the rental amount (\$55.00 or \$75.00). The \$100.00 security deposit will be returned or destroyed as long as the rules and regulations are followed. The cleaning

deposit will be returned if the room is in its proper condition and cleaned according to the checklist. Please remember to read the rental rules carefully when using the room.

There are changes to the Recreation Center rental policy. A total of three checks are required for rental and the checks need to be made out to: **Spyglass Hill Association.*

Secretary's Meeting Highlights – Bonnie Bailey

May Homeowners' Meeting Highlights:

Dan Easa welcomed everyone and introduced Tom Pavlinsky, President of the Buccaneer Woods. Kate Rose, our new Social Committee Chairman, was also introduced.

Mark Kotlarz announced that the pool was opening on May 25, 2013 and that the pool was acid washed, the lines were painted and the heater checked. Mark has the pool passes.

Dan Gavala gave his report and reviewed the dues explaining we have homeowners on payment plans and liens that have been issued. There are 7 Class B members that have paid this year and another 10 letters were sent out.

Rick Thornton reviewed several projects that occurred over the winter. There is concern regarding several of the trees in the development that are dying from the Emerald Ash Borer. Some of the trees have been taken down and more trees have been tagged to be taken down. Rick met with Jenny Millbrand, an arborist for Strongsville and she told him that within two years the trees will be dead. There are trees marked to be taken down on Treasure Isle and Compass Point but there is no money left at this time. There was also a discussion regarding mulch to be added to the North Royalton island to help the trees.

Rick discussed the contract for the landscaping and he is looking to split some of the items among more contractors with the new contract.

Bonnie Bailey gave the update on the sign and reported that the contracts had been given out and that the sign should be completed in approximately 6 weeks. A homeowner asked about other companion signs at other entrances.

Rick Thornton added New Heights Tree Service to the web site. They did some work in the development and they did a great job with a 1 day turn around.

Kate Rose invited everyone to the July 4th bike ride and announced there would be a food drive in the fall. She is thinking about a caroling and hot chocolate event during the holiday season.

A homeowner expressed his disappointment with the Board's decision to not sell part of the green space. He was also concerned with the voting process and felt that each board member had an obligation to vote and should not abstain. There was a discussion regarding the voting and the right to abstain. There were many unknowns with this situation. The board has agreed to take care of some work that is needed in that green space. The homeowner was ok with the decision, but was disappointed.

There was also a discussion regarding the RV issue from the past. The Bylaws of the Association and the rules for North Royalton and Strongsville must be adhered to. The Board does not want to have to walk thru the development to check everything however if someone has an issue and they bring it to the Board, then the Board will react. At the time of the RV issue, our bylaws were more strict than North Royalton however the North Royalton rules are now more strict.

A homeowner said that he appreciates the job the Board is doing.

There was further discussion regarding the amount of green space needed by the Association. Dan Easa offered to look at this again.

A homeowner asked about the sign and what he needed to prepare. This is a budgetary decision not something that could be voted on at this time.

Dan Easa thanked everyone for coming.

Meeting adjourned at 8:20 p.m.

PLEASE JOIN US AT THE SEPTEMBER 15, 2013 HOMEOWNERS' MEETING

Social News – Kate Rose

It has been a busy summer in Spyglass Hill! We celebrated the 4th of July with a bike parade around the neighborhood followed by refreshments; the turnout was great and everyone seemed to have a nice time. In August, Spyglass Hill hosted a neighborhood garage sale. About 25 houses participated and I have received some good feedback on the event. Our next social event will take place on Saturday, September 14th. We are planning a Family Campout Night with the Bent Tree neighborhood. The campout will include a movie, hot dogs, and marshmallows. It will take place in the common area near the Bent Tree pool. Please e-mail me at katemrose@yahoo.com if you would like to attend!

If you would like to add your name to our e-mail invite list, please e-mail Dan Easa at president@spyglasshomeowners.com or Bonnie Bailey at bonnie@spyglasshomeowners.com.

Spyglass Hill Homeowners Association
Income Statement
For the Period Ending July 31, 2013

REVENUE	MTD Actual	MTD Budget	Fav (Unfav) MTD Variance	YTD Actual	YTD Budget	Fav (Unfav) YTD Variance
Annual Dues	\$ 897	\$ 1,000	\$ (103)	\$ 100,014	\$ 102,600	\$ (2,586)
Interest	-	7	(7)	27	45	(18)
Back Dues	396	-	396	558	-	558
Rents Received	705	900	(195)	2,260	2,700	(440)
Deliquent Fees	-	-	-	0	-	-
Social	-	-	-	0	70	(70)
Class B/Other	1,232	683	549	4,753	6,683	(1,930)
TOTAL REVENUE	\$ 3,230	\$ 2,590	\$ 640	\$ 107,613	\$ 112,098	\$ (4,485)
Capital transfer	0	0	\$ -	0	-	\$ -
TOTAL REVENUE (after capital transfer)	\$ 3,230	\$ 2,590	\$ 640	\$ 107,613	\$ 112,098	\$ (4,485)
EXPENSES						
Bank fees	\$ -	\$ -	\$ -	\$ 46	\$ -	\$ (46)
Social expenses	145	-	(145)	145	700	555
Landscaping/Grounds	1,551	1,551	0	14,076	14,680	604
Unexpected Expenses	-	524	524	3,789	3,671	(118)
Administrative Expenses	92	110	18	1,300	1,270	(30)
Pool	17,387	5,000	(12,387)	36,233	38,000	1,767
Recreation Center/Misc Repairs	100	392	292	722	2,744	2,022
Property Tax & Tax Fees	-	-	-	872	807	(65)
Utilities	5,294	1,600	(3,694)	8,731	8,272	(459)
Insurance	-	-	-	4,482	4,348	(134)
Swim Team Support	-	100	100	0	100	100
TOTAL EXPENSES	\$ 24,568	\$ 9,277	\$ (15,291)	\$ 70,394	\$ 74,592	\$ 4,198
Less Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET INCOME	\$ (21,339)	\$ (6,687)	\$ (14,652)	\$ 37,219	\$ 37,506	\$ (287)

Spyglass Hill Homeowners Association
Balance Sheet
For the Period Ending July 31, 2013

Operating Cash	\$ 52,148
Capital Improvements Account	\$ 34,109
Clubhouse Renovations (at cost)	\$ 239,900
Total Assets	<u><u>\$ 326,158</u></u>
Net Equity	<u><u>\$ 326,158</u></u>

Statement of Operating Cash Flows
For the Period Ending July 31, 2013

Net Income	\$ 37,219
Purchase of Fixed Assets	
Increase in Capital Account	(29)
Cash used in Investing Activities	(29)
Increase in Cash	37,189
Cash Jan 1, 2013 (beginning year)	14,961
Operating Cash - July 31, 2013	<u><u>\$ 52,150</u></u>

	Capital Account
Balance Beginning of year - Jan 1, 2013	\$ 34,082
Deposits	
Interest Earned	29
Withdrawals/Transfers to Operations	-
Balance Period Ending July 31, 2013	<u><u>\$ 34,111</u></u>

BUDGET 2014 As of 6/30/13		Soyglass Hill Financial Trend Report		Soyglass Hill Homeowners Association Income Statement For the Period January 1, 2014 - December 31, 2014													
PRELIMINARY	BUDGET 2013	ACTUAL July-2013 YTD	BUDGET 2014	PRELIMINARY	JAN 2014	FEB 2014	MAR 2014	APR 2014	MAY 2014	JUN 2014	JUL 2014	AUG 2014	SEP 2014	OCT 2014	NOV 2014	DEC 2014	YTD
				Assumptions													
Revenues				No increase													
Homeowners Dues Planned	310236	100,380	310236	Homeowners Dues Planned	60,000	6,000	20,000	8,000	1,500	1,500	1,500	732	732	732	732	732	104,160
Interest	104,160	31	104,160	Interest	4	4	4	4	4	4	4	4	4	4	4	4	48
Back Dues	60	162	31	Back Dues	4	4	4	4	4	4	4	4	4	4	4	4	48
Rents Received	3,600	2,280	3,600	Rents Received	450	450	300	150	450	300	300	300	300	150	150	300	3,600
Delinquent Fees	150	60	60	Delinquent Fees	0	0	0	0	0	0	0	0	0	0	0	0	0
Social	6,633	4,753	6,048	Social	0	0	0	0	0	0	0	0	0	0	0	0	0
Class B/Other	114,673	107,616	113,859	Class B/Other	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	114,673	107,616	113,859	TOTAL REVENUE	60,454	6,454	20,304	8,154	1,854	3,828	3,828	1,036	1,036	888	888	888	113,859
Capital transfer	110,000	-	115,000	Capital transfer	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE (after capital transfer)	104,673	107,616	88,859	TOTAL REVENUE (after capital transfer)	60,454	6,454	20,304	8,154	1,854	3,828	3,828	1,036	1,036	888	888	888	88,859
Expenses				Expenses													
Bank fees	1,400	54	1,400	Bank fees	0	0	0	0	0	0	0	0	0	0	0	0	0
Social expenses	4,400	146	4,400	Social expenses	0	0	350	0	350	0	0	0	350	0	0	0	350
Landscaping/Grounds	24,609	14,078	24,609	Landscaping/Grounds	3,000	3,000	2,476	1,551	1,551	1,551	1,551	207	207	207	207	207	24,609
Unexpended Exp - Landscaping/Grounds 10%	6,291	3,789	2,481	Unexpended Exp - Landscaping/Grounds 10%	207	207	207	207	207	207	207	207	207	207	207	207	2,481
Administrative Expenses	2,055	1,300	2,055	Administrative Expenses	700	700	100	100	100	100	100	100	100	100	100	100	2,055
Pool Expenses	38,094	35,233	38,000	Pool Expenses	2,000	0	0	13,000	8,000	6,000	6,000	500	500	0	0	0	38,000
Unexpended Exp - Pool 10%	4,704	722	3,900	Unexpended Exp - Pool 10%	317	317	317	317	317	317	317	317	317	317	317	317	3,900
Recreation Center/Misc Repairs	4,407	872	4,407	Recreation Center/Misc Repairs	103	103	103	103	103	103	103	103	103	103	103	103	4,407
Property Tax & Corp. Tax	12,944	8,731	12,944	Property Tax & Corp. Tax	389	389	1,200	389	1,200	2,000	1,800	1,800	1,800	888	888	888	12,944
Utilities	4,348	4,482	4,572	Utilities	0	0	0	0	872	3,100	0	0	0	0	0	0	4,572
Insurance	100	-	100	Insurance	0	0	0	0	0	0	100	0	0	0	0	0	100
Swim Team Support	100	-	100	Swim Team Support	0	0	0	0	0	0	100	0	0	0	0	0	100
Total Expenses				Total Expenses													
76,151				70,404													
Less Clubhouse Renovations				Less Clubhouse Renovations													
Net Income				Net Income													
8,522				37,212													

I'd like to remind you that our next Homeowner's meeting is September 15, 2013 at 7:00 p.m. at the club house. Among the various homeowners business conducted will be a vote on two proposed bylaw changes. Below is an absentee ballot for the proposed changes. I urge you to please vote using this absentee ballot if you cannot make the meeting or as a convenience, you may vote by simply replying to this email. Please include your name and address and state either "Yes" or "No" for bylaw change #1 and either "Yes" or "No" for bylaw change #2.

As stated in the bylaws, ballots must be returned to an officer, mailed to P.O. Box 360183 or emailed by replying to this email and received no later than one hour before the homeowner's meeting on September 15, 2013. Votes not received by 6:00 PM on September 15, 2013 will not be valid. Only one ballot per household is permitted and addresses will be validated at each voting count.

The board strongly recommends a "YES" vote on both proposals.
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Thank you.

1. Proposed Bylaw Change Number 1 – Change the term starting and ending dates of board members.

Background:

In the past we have had three different beginning and ending dates for three different durations: January 1st to December 31st for dues, June 1st to May 31st for financial reporting, and October 1st to September 30th for board member terms. We have already aligned the financial reporting to a calendar year for better control and convenience but to bring the board member terms in alignment we need to modify the bylaws and hence this vote. This is really a very minor change and will be completely transparent. This does not change the actual two year duration of the term.

Proposal:

Shall the bylaws be modified so that the term of office for board members is changed from the current October 1st to September 30th to a calendar year of January 1st to December 31st?

Please vote either "Yes" or "No"

_____ Yes: Amend the bylaws to change the start and ending.

_____ No: Do not amend the bylaws; retain the current start and ending dates.

2. Proposed Bylaw Change Number 2 – Eliminate the December Home Owners Meeting.

Background:

We currently hold three homeowner meetings a year but the December meeting is extremely rarely attended. We had only one homeowner at the last December meeting and quite often have zero attendees. It is understandable why no one comes to the December meeting because there usually isn't any development items to talk about in the middle of winter.

Proposal:

Shall the bylaws be amended to remove the requirement that a December home owners meeting be held each year?

Please vote either "Yes" or "No"

_____ Yes: Amend the bylaws to remove the requirement that a December homeowners meeting be held each year.

_____ No: Do not amend the bylaws: continue with the current requirement that a December homeowners meeting be held each year.

Ballot for Election of Officers

FORMAL VOTE BY MAIL: (1 VOTE PER FAMILY)

HOMEOWNER: _____

ADDRESS: _____

Vice President:
Rick Thornton _____

Treasurer: Dan Gavala _____

Social Committee Chairperson:
Kate Rose _____

Return to:

Spyglass Hill
P.O. Box 360183
Strongsville, OH 44136

**Or e-mail your absentee vote to bonnie@spyglasshomeowners.com,
dan@spyglasshomeowners.com, or mark@spyglasshomeowners.com by September 15, 2013
by 6:00 p.m.**

You may also present your ballot to Board Members Dan Easa, Bonnie Bailey or Mark Kotlarz by September 15, 2013 by 6:00 p.m.