

# Muirfield Association, Inc.

## Minutes of Board of Directors Meeting

Meeting Date: March 19, 2020

Meeting Place: Due to the concerns of COVID-19 (Coronavirus) For the safety of Board Members, Staff, Legal Counsel, and Guests the Board of Directors meeting was held via teleconference.

### 1. CALL TO ORDER

Meeting called to order at 4:30 p.m. by Board President Dr. Robert Fathman. Directors reporting; Valerie Brown Marilee Chinnici-Zuercher, Diana Evans, Rory Gaydos, Tom Oleksa, John Reiner, and Michael Russell. Paula Linehan was unable to report. Association Staff reporting Walter Zeier, Chris Carter, and Kathy Carney. Legal Counsel reporting; Jeffrey Kaman. Grounds & Facilities Chair: Pam Ellinger.

Ms. Evans moved to adjourn from regular business and move to executive session. Ms. Brown seconded the motion. All in favor. Motion approved.

### 2. MINUTES OF LAST MEETINGS:

The minutes of the November 21, 2019 meeting of the Board of Directors were sent via email earlier in the week. Mr. Oleksa moved to approve the minutes of the November 21, 2019 Board of Directors Meeting; Ms. Chinnici-Zuercher seconded the motion. All in favor. Motion approved.

The minutes of the February 20, 2020 meeting of the Board of Directors were sent via email earlier in the week. Ms. Evans moved to approve the minutes of the February 20, 2020 Board of Directors meeting. Ms. Brown seconded the motion. All in favor. Motion approved.

### 3. COMMITTEE REPORTS

#### **Nominating Committee:**

Mr. Oleksa reported the following candidates for the Board of Directors. Dr. Robert Fathman, Mr. Rory Gaydos, Mr. Michael Russell, and Mr. Andrew Graham. Mr. Oleksa moved to approve the candidates. Ms. Chinnici-Zuercher seconded the motion. All in favor. Motion approved.

#### **Grounds & Facilities Committee:**

Ms. Ellinger reported via teleconference. Ms. Ellinger presented recommendations for the Recreational Complexes based on the survey and resident responses to the Board of Directors. Discussion followed.

#### **Civic Action Committee:**

Dr. Fathman reported all Ohio elections have been postponed due to help prevent the spread COVID-19.

Dr. Fathman reported the legal proceedings between the City of Dublin and the Beatly property for completion of the pathway has stalled. Discussion followed.

#### **Social Activities Committee:**

Dr. Fathman reported on behalf of the committee the Spring Egg Hunt has been canceled due to concerns over COVID-19. Other events scheduled will be evaluated in the coming weeks.

### 4. OFFICERS/MANAGEMENT/LEGAL REPORT

#### **General Manager's Report:**

Mr. Zeier provided an update on seasonal preparations. Discussion followed.

Mr. Zeier reported Administrative Staff is preparing to work at home due to concerns of COVID-19.

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Mr. Zeier reported Muirfield Association Management, LLC had been awarded the City contract to maintain city right-away and islands located in Muirfield Village.

Mr. Zeier reported he will seek direction regarding Grounds Staff if a stay-at-home order is made.

Mr. Zeier reported Mr. John Baker has been hired as Pool Manager. Discussion followed.

**Design Review:**

Mr. Zeier presented the list of plans the Design Control Committee reviewed January 1, 2020 through February 29, 2020. Since January 1, 2020 115 requests have been reviewed by the Committee. 19 of the requests were disapproved. 83% of requests were approved. Discussion followed.

Mr. Zeier present revised roof replacement design standards for asphalt shingles to the Board. The revisions state: On existing homes that currently have asphalt shingles they must:

- Must not have shadow lines or scalloped edges
- Must be dimensional or architectural style
- Series and color must be approved by the Muirfield Design Control Committee

Discussion followed. Mr. Gaydos moved to approve the revisions presented to the Board of Directors by the Muirfield Design Control Committee. Mr. Reiner seconded the motion. All in favor. Motion approved.

**Treasurer Report:**

Mr. Zeier presented the Profit & Loss statement of behalf of Ms. Chinnici-Zuercher. Discussion followed.

**Presidents Report:**

Dr. Fathman reported the Annual Meeting is currently set for April 22, 2020 at the Columbus Metropolitan Library – Dublin Branch. However, due to concerns of COVID-19 locations for public gathers are being closed. Dr. Fathman advised the Board to consider an alternate option for the annual meeting with direction from legal counsel, Mr. Kaman. Discussion followed.

Ms. Evans moved to conduct the Annual Meeting via teleconference on April 22, 2020 at 4:30. Residents can present topics for discussion via email to [info@muirfieldassociation.com](mailto:info@muirfieldassociation.com). The following day an email blast will be sent notifying residents election results for Board of Directors and the report from the Association Accountants. Ms. Brown seconded the motion. All in favor. Motion approved.

Dr. Fathman reported a resident made a recommendation for the pool staff to have handheld two-way radios available for additional communication. Discussion followed. Mr. Zeier requested \$750.00 to purchase two-way radios for the Glick Rd. Pool and the Holbrook Pool. Ms. Chinnici-Zuercher moved to approve the request. Ms. Brown seconded the motion. All in favor. Motion approved.

7. **ADJOURNMENT**

Dr. Fathman adjourned the meeting at 5:53pm.

Respectfully submitted,



Dr. Robert Fathman, President  
Muirfield Association, Inc.