

**Muirfield Association, Inc.**  
**Minutes of Board of Directors Meeting**

Meeting Date: May 17, 2018

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

**1. CALL TO ORDER**

Meeting called to order at 4:30 p.m. by Board President Dr. Robert Fathman. Directors attending: Valerie Brown, Marilee Chinnici-Zuercher, Diana Evans, Rory Gaydos, Paula Linehan, Tom Oleksa, John Reiner and Michael Russell. Staff attending: Walter Zeier, and Chris Carter. Legal Counsel: Jeffrey Kaman.

Dr. Fathman welcomed Ms. Valerie Brown to the Board of Directors.

Dr. Fathman moved to adjourn from regular business and move to executive session. Ms. Chinnici-Zuercher seconded the motion. All in favor. Motion approved.

**2. MINUTES OF LAST MEETING**

The minutes of the March 15, 2018 meeting of the Board of Directors were sent via email earlier in the week. Mr. Oleksa moved to approve the minutes of the March 15, 2018 Board of Directors Meeting, Mr. Russell seconded the motion. All in favor. Motion approved.

**3. COMMITTEE REPORTS**

**Grounds & Facilities Committee:**

Ms. Ellinger was unable to attend the meeting. Ms. Ellinger submitted a report via email for the directors to review. Discussion followed.

**Civic Action Committee:**

Dr. Fathman submitted a report via email for the directors to review. Discussion followed.

**Social Activities Committee:**

Mr. DiRossi submitted a report via email for the directors to review. Discussion followed. There were no questions.

**Design Review:**

Mr. Zeier presented the list of plans the Design Control Committee reviewed January 1, 2018 through April 30, 2018. Since January 1, 2018, 189 requests have been reviewed by the Committee. 14 of the request have been disapproved. 87% of all requests have been approved for the year.

**4. OLD BUSINESS:**

Mr. Zeier reported that Ms. Caitlin Piotrowski has been hired as Pool Manager for the 2018 season. Ms. Piotrowski has received the 2017 survey comments regarding association pools.

Mr. Zeier reported due to the drug testing policy the association has been unable to hire season staff at a lower starting rate of pay. Mr. Zeier increased the hourly from \$11.00 per hour, to \$12.00 per hour and finally at \$13.00 per hour before generating interest from applicants. Discussion followed.

Dr. Fathman presented a draft for Realtor Sign policy. Discussion followed. Mr. Kaman was directed to make revisions and to present the revised draft at the July 19, 2018 Board of Directors meeting.

## Muirfield Association, Inc. Minutes of Board of Directors Meeting

May 17, 2018

### 5. OFFICERS/MANAGEMENT/LEGAL REPORT

#### General Managers Report:

Mr. Zeier reported Ms. Piotrowski requested for Glick Rd. and Muirfield Dr. pools to close early on July 4, 2018 due to lack of attendance. Mr. Zeier presented the attendance numbers from the previous seasons to the Board of Directors. After discussion; Mr. Zeier was directed to inform Ms. Piotrowski to close both pools at 7:00pm on July 4, 2018.

Mr. Zeier reported the "Gym Rats" requested use of the basketball courts by the association office as they have in previous years. After discussion; Mr. Zeier was directed to negotiate use of the court with representatives from the organization. If agreed; Mr. Kaman was directed to draft a formal agreement for use of the basketball courts.

Mr. Zeier reported representatives from the Ballantrae Homeowners Association located in Dublin, OH made a request to purchase the right to adopt and publish the Muirfield Property Handbook. The Board of Directors authorized Mr. Zeier to negotiate the purchase amount. Mr. Zeier reported Ballantrae purchased the rights for \$10,000.00.

Mr. Zeier provided an update on Glick Rd. pool repairs and progression of various projects. Discussion followed.

Mr. Zeier presented plans and costs for a Pollinator garden at the former sand volleyball site by the Glick Rd. pool. After discussion; Ms. Chinnici-Zuercher moved to approve \$3500.00 for the Pollinator garden. Ms. Brown seconded the motion. All in favor. Motion passed.

#### Treasures Report:

Ms. Chinnici-Zuercher reported the annual assessment total is much lower than expected due to property re-evaluations by Delaware County.

Ms. Chinnici-Zuercher presented Profit & Loss Statement. Discussion followed.

Ms. Chinnici-Zuercher reported the Finance Committee met to discuss the auditor's recommendations. The following recommendations were made:

- Develop an investment policy for the Association
- Develop a policy that prohibits Directors, Committee Members, and Association staff from receiving kickbacks.

After discussion; Mr. Kaman was directed to draft an investment policy and a policy that will prohibit kickbacks. The drafts will be presented at the July 19, 2018 Board of Directors meeting.

Mr. Zeier reported Alliance Bank has CD rates at 14 months available at 2%. After discussion; Mr. Reiner moved that at the Treasurer's discretion to permit Mr. Zeier to transfer \$500,000.00 into 14 month CD with Alliance Bank. Mr. Gaydos seconded the motion. All in favor. Motion passed.

#### Presidents Report:

Dr. Fathman reported the replacement of road and street signs in Muirfield Village will be a three year project that will begin in 2019. Discussion followed.

Dr. Fathman thanked association staff for the work they do.

### 6. ELECTION OF OFFICERS

Mr. Oleksa moved to nominate the current officers and Finance Committee: Dr. Robert Fathman, President, Ms. Diana Evans, Vice President, Ms. Marilee Chinnici-Zuercher, Treasurer, and Ms. Paula Linehan, Secretary.

- **Finance Committee** - Directors Ms. Marilee Chinnici-Zuercher (Chair), Mr. Michael Russell, and Mr. Rory Gaydos. Mr. Reiner seconded the motion. All in Favor. Motion carried.

Muirfield Association, Inc. Minutes of Board of Directors Meeting  
May 17, 2018

6. **NEW BUSINESS**

Dr. Fathman moved to appoint the following members for the Muirfield Grounds & Facilities Committee, Muirfield Social Activities Committee and the Muirfield Civic Action Committee.

- **Grounds & Facilities** - Pam Ellinger (Chair), Mark Ransom, Ray DiRossi, Lonnie McLaughlin, Alesia Miller, and Kyle Lucus.
- **Muirfield Social Activities Committee** – Ray DiRossi(Chair), Kevin Ledford, Becca Wleklinski, Mindy Miller, Kristina Ledford, Matt Salts, Julie Stoddard and Charlie McDowell.
- **Muirfield Civic Action Committee** – Bob Fathman(Chair), Tom Oleksa, Charlotte Coomer, Mike Grodhaus, Eva Cioffari, Michele Fortson, Christy Kuret, Debbie Gibson, Barry Halpern, Andrew Graham, John League, Paula Linehan, Tanya Mathew, and Rob Carlisle. Mr. Oleksa seconded the motion. All in favor. Motion carried.

Mr. Gaydos opened discussion to eliminate Association pathways that run next to City pathways to save costs. After discussion, more information will be presented at the July 19, 2018 Board of Directors meeting.

Mr. Reiner provided an update on Corazon. Discussion followed. Dr. Fathman will send an email as Chair of the Muirfield Civic Action Committee requesting residents to contact city council members to express to be for or against the City purchasing Corazon.

Ms. Brown reported a representative from Village Living discussed spotlighting things going on in Muirfield Village. Discussion followed.

7. **ADJOURNMENT**

Dr. Fathman adjourned the meeting at 6:00pm.

Respectfully submitted,



Paula Linehan, Secretary  
Muirfield Association, Inc.