

**Agenda for October 11, 2005**  
**Meeting of the Board of Trustees of**  
**Forest Hill Home Owners, Inc.**

**To be held at the Forest Hill Church, Presbyterian**  
**Beginning at 7:00 P.M.**

Landmark designation of the association's office by the City of Cleveland Heights — Kara Hamley O'Donnell, Cleveland Heights Historic Preservation Planner

Call to Order — Richard Secor, Chair of the Board of Trustees

Approval of the minutes of the April 5, 2005 meeting of the board of trustees, if available, appointment of secretary to keep minutes of current meeting

- ✓ Executive report — Richard Secor and Christopher Hubbert, President
- ✓ Financial report — Tony Rupcic, Treasurer
- ✓ Membership report — Sally Miller, Vice President of Membership
- ✓ Standards report and approval of revised standards — Clyde Henry, Vice President of Standards
- ✓ Proposal to archive FHHO historic materials at CSU — David Richardson, Trustee
- ✓ Approval of the sale of a portion of the 2419 Lee Boulevard lot to Ted Howard — Christopher Hubbert

RESOLVED, that the board of trustees approves the sale of a portion of the lot at 2419 Lee Boulevard (a thin pie shaped strip along the east border of the lot) to Ted Howard for \$2,500 and authorizes the members of the executive committee to take all actions they deem necessary to complete the sale.

- ✓ Recommendation of the nominating committee — Jan Milic, Chair

Appointment of 2006 executive committee — Board of Trustees

Forest Hill Homeowners' Trustees' Meeting  
Tues., Oct. 11, 2005  
Richard Secor, Chair of the Board of Trustees, presiding

The meeting was called to order at 7:12 PM.

The first order of business was the presentation to FHHO President, Chris Hubbert, of the proclamation and medallion declaring the Abeyton Realty Office (known to residents as "the Blue Cottage") to be a Cleveland Hts. landmark. The presentation was made by Chuck Miller, Chris Roy, and Jim Edmonson. The former addresses of the Blue Cottage were mentioned: SE corner of Brewster at Lee Blvd. and 2309 Forest Hills Blvd., as well as its current resting place on Lee Blvd. at Monticello. It is expected that National Landmark status will be forthcoming in the future as we have received a preliminary approval from the State of Ohio. [www.ClevelandHeights.com/](http://www.ClevelandHeights.com/) is the URL from which one can see the database of all bldg. permits as well as a history of Cleveland Hts., "Schoolhouse on Euclid Creek." Upcoming events mentioned on that site and/or on [www.CHhistory.org/](http://www.CHhistory.org/) and/or on [www.CHUH.net/](http://www.CHUH.net/) include the second annual benefit at the College Club on Nov. 16 when Grabowski will speak on "Cleveland Then and Now" with photos and book. Information also on an upcoming talk "The History of Little Italy" plus the heritage tour.

After the landmark commission left, there were 18 trustees still present. There were no minutes available from the last trustees' meeting since no one had been able to find them. In the absence of the Secretary, Pam Mason, Hester Lewellen was delegated to take minutes of the meeting.

Chris Hubbert, President of the FHHO, presented a written Executive Report, which is attached. He then introduced the idea of selling a very thin pie-shaped wedge of the Blue Cottage property along the east border of the property to the next-door neighbor on Monticello, Ted Howard, for \$2500. Chris was able to sketch the situation quite artistically. All expense of transferring the property to be paid by Mr. Howard. The motion was made, seconded, and approved unanimously to allow the Executive Committee to complete the sale.

The financial report was presented by Treasurer, Tony Rupcic. Chris Hubbert commented that this year we have additional contributors and additional income. He is hoping to start a source of special revenue, for example, a designation that donations should be earmarked for special projects, such as the repair and renovation of the Cottage. Mark Lowe noted a need for the web site to be updated. He has 12 or 13 dark green Forest Hill flags left for sale. They are about 2' by 3' and cost \$25 each.

Sally Miller, Vice President of Membership, gave the membership report. There are 70 new homeowners, and packets of information have been distributed to them by Trustees. Sally has compiled a long list of volunteers willing to help with FHHO projects, such as maintaining FHHO properties and planning social events. Eleanor Shankland and Nate Wright have sorted through decades of files in the Blue Cottage and carefully organized minutes with new file covers and labels. Eleanor Shankland and Chris Hubbert are researching library archives for Forest Hill history.

Landscaping at the Cottage is being handled by the caretaker from the apt. building next door. It is expected that landscaping at the Northvale triangle will be handled by a local person. Mark Lowe proposed arranging a light for the flag and Forest Hill pennant for the Monticello triangle (seconded by Nate Wright and passed unanimously). Nancy Moody has said she could purchase bulbs to be planted there. FHHO would defray up to \$100 of the cost of the bulbs. Mark Lowe will lead the planting project, assisted by FHHO volunteers.

Clyde Henry (V.P. of Standards) presented the Standards report. He praised the efforts of long-time previous Standards chairs, Diane Millett and Kathy Thomas, in arriving at the new updated Standards for FHHO. He reminded the Trustees that the sole function of the Standards Committee is to review and OK exterior alterations and renovations. He lamented that at this point 1/4 of FHHO original roofing has been lost.

The new guidelines ("Preservation Guidelines and Policy Bulletins") codify the standards that have become functional within the committee over the last 4-5 years. They address principally the big items most noticeable from outside of the property: roofs, siding, windows, etc. These standards are being applied equally to all homeowners. The "deed restrictions," which apply to all FHHO homeowners, give FHHO the power to back the Standards. The committee is checking regularly with East Cleveland and Cleveland Hts. to be sure that all permits granted to FHHO homes have FHHO approval as well. East Cleveland has been much stricter than Cleve. Hts. in assuring that FHHO properties have the FHHO letter of approval.

Clyde then went through the changes to the Standards proposed for approval by the Trustees. Nancy Moody defended the historic nature of the refusal to allow fences in the Rockefeller homes area. Mark Lowe inquired if chain link fencing (which is not allowed) would be grandfathered in for those people who are currently planning to replace old chain link fences; he was told that it is not grandfathered in. Chris Hubbert mentioned that the reality of 2005 has caused some shifts in the original fencing standards. Clyde said the rule that the 3 contiguous neighbors must concur before a FHHO property can add a fence still holds. Lorie Smith moved to accept the changes to the Standards, Nancy Moody seconded, and the Trustees unanimously approved the changes. A copy of the new Standards should be attached.

As a postscript to the Standards discussion, Chellis Madison said a reminder of the Standards should be included in the spring Newsletter, and Richard Secor suggested a reminder to residents to clean up after their animals would be a good inclusion as well.

Trustee David Richardson then reported on the status of archival materials. There is a need to preserve the original plat map, blueprints, and the correspondence files (letters of application). These are flammable materials with no copies. Proposals have been considered to store the information with the Western Reserve Historical Society or with Cleveland State University. The people concerned, however, are anxious that the materials remain accessible to homeowners and be reproducible in addition to their being kept safe. Unfortunately, Western Reserve Historical Society proposes to keep the materials safe but boxed and put away. Cleveland State has a state-of-the-art archival laboratory with access to scanners at Cleveland Public Library capable of digitizing the materials.

A motion was made by Chellis Madison that the materials go immediately to CSU in accordance with the previous recommendation. Seconded by Sally Miller. In the ensuing discussion it was suggested that such a move had already been authorized by the Trustees at an earlier meeting; if true, these minutes need to be located. There needs to be a legal document stipulating that the materials are owned by FHHO and only loaned to CSU. Lorie Smith questioned whether this proposal would violate any privacy issues. In response, a distinction was made between the correspondence, which is private and does not need to be accessible, and the blueprints, which are not private and need to be accessible to the Standards Committee. The plat book, which is the single, most precious document, should be digitized immediately.

In view of the discussion, Chellis Madison was asked to amend his motion to state that the Executive Committee should move with all deliberate speed to secure the materials and negotiate the terms of an agreement with CSU or other appropriate organization. Chellis agreed to the amendment which was seconded by Sally Miller and passed unanimously. Then the motion to accept the resolution as stated was moved by Mark Lowe, seconded by Nate Wright and unanimously accepted.

Jan Milic, Chair of the Nominating Committee, announced that Chris Hubbert, Pam Mason, and Tony Rucpic had consented to remain in the offices of President, Secretary, and Treasurer, respectively. Sally Miller will remain as Vice President for Membership, Richard Secor is the Chairman of the Board of Trustees, and Clyde Henry will remain as (appointed) V.P. for Standards. Jan called for nominations for the vacant office of Sr. V. P. She was nominated by Chellis Madison and subsequently elected to the office by the Trustees.

As to new business, Richard Secor noted the improvements that have been made at Forest Hill Park, emphasizing the natural beauty of the Great Meadow and commending Dutch Harley for his tireless efforts. Nancy Moody suggested we honor Dutch at the annual meeting in November, which was agreed upon without a formal vote.

The meeting ended at approximately 9:10 PM.

Respectfully submitted,  
Hester Lewellen, Interim Secretary