



**Agenda for October 14, 2008
Meeting of the Board of Trustees of
Forest Hill Home Owners, Inc.**

Call to order and introduction — Jan Milic, Chair of the Board

Approval of the minutes of the March 11, 2008 meeting of the board of trustees and appointment of secretary to keep minutes of current meeting — Pamela Mason, Secretary

Financial report — Tony Rupcic, Treasurer

Membership report — Nate Wright, Vice President of Membership

Standards report — Stephen Smith/Erika Van Kirk, Vice President of Standards

Executive report — Jan Milic and Christopher Hubbert, President

Proposed maintenance standards — Christopher Hubbert

Recommendations of the nominating committee — Sally Miller, Trustee at Large

Appointment of 2009 executive committee — board of trustees

Other business — All

**Minutes of the October 14, 2008
Meeting of the Board of Trustees of Forest Hill Homeowners, Inc.**

On Tuesday, October 14, the Board of Trustees of Forest Hill Home Owners, Inc., held their semi-annual meeting at the McGregor Home. Over twenty trustees attended, constituting a quorum. The following members of the executive committee were in attendance: Christopher Hubbert, President; Hester Lewellen, Chair Emerita; Jan Milic, Senior Vice President and Chair of the Board; Tony Rupcic, Treasurer; Nate Wright, Vice President of Membership; Pam Mason, Secretary.

Call to Order and Introduction – Jan Milic, Chair of the Board of Trustees

Jan Milic called the meeting to order at approximately 7:10 p.m. and welcomed the trustees.

Approval of Minutes of the March 11, 2008 meeting of the Board of Trustees and appointment of secretary to keep minutes of current meeting – Pam Mason, Secretary

The minutes of the March 11, 2008 meeting of the Board of Trustees were approved as amended. Pam Mason was appointed secretary of the meeting.

Financial Report – Tony Rupcic, Treasurer

Tony Rupcic presented the financial report, which the trustees approved. Tony also distributed sheets listing the annual average sales price for Forest Hill homes over 2005-2008, as well as a list of foreclosed properties. Christopher and all thanked Tony for the tremendous job he did getting all the information together.

Discuss centered around issues of contributions and foreclosures.

Membership Report – Nate Wright, Vice President of Membership

Nate reported that Forest Hill has welcomed 24 new residents in 2008 YTD. He added that he personally greets new residents whenever possible. Asked about the process, Nate responded that Tony pulls the data on property transfers and passes them along to Sally Miller (trustee-at-large) and him, who greet the new neighbors. Christopher spoke briefly about the importance of Sally's and Nate's work with new neighbors.

Standards Report – Christopher Hubbert, President

In Erika Van Kirk's absence, Christopher presented the Standards Committee report. He announced Steve Smith's resignation and added that Erika Van Kirk, new VP for Standards, will work with Steve, Ted Howard, and Tony Rupcic as she learns the ropes. Tony added that Erika might move next year when her husband finishes medical school. The job is mainly administrative, although, Christopher added, standards interpretation and enforcement are the core functions of the organization.

Further conversation centered on the growing recognition that maintenance standards are equally important as construction standards.

Proposed Maintenance Standards – Christopher Hubbert

Christopher introduced the proposed maintenance guidelines for trustee action.

Rationale for the proposed standards was twofold:

1. the state of the economy

2. the age of Forest Hill housing stock.

Discussion followed. The standards rely upon, interpret, and make specific the deed restrictions. The deed restrictions are legally enforceable. For standards to be legally enforceable, they must clearly relate to those deed restrictions. FHHO does have the authority to go on property to enforce deed restrictions.

The (hypothetical) issue of uneven enforcement was raised, as was the role of the city (Cleveland Heights/East Cleveland) in enforcing exterior property maintenance.

Christopher asked if there was a consensus among the trustees on the matter of the proposed standards. One amendment was offered – to change “must” to “shall” wherever it appears in the text (attached). Sally moved to accept the new standards. Multiple trustees seconded the motion. The motion carried. The maintenance standards are in force.

Executive Report – Jan Milic and Christopher Hubbert

Christopher noted that a more detailed executive report would follow at the Spring 2009 trustees meeting. He expressed appreciation for the work of the executive committee and the trustees on behalf of FHHO. He noted that 2009 was a difficult year for Forest Hill in terms of real estate, but emphasized that FHHO makes a positive difference.

Jan added that maintaining effective communications within the organization and between the organization and the broader Forest Hill community is always a challenge, and that the Fall Newsletter is in the mail.

Recommendations of the Nominating Committee for the Executive Committee – Sally Miller, Trustee at Large

Sally, as chair of the nominating committee, announced the renomination of the entire executive committee for 2009, and added that Jan Milic will continue as Chair of the Board of Trustees.

Appointment of the 2009 Executive Committee – Board of Trustees

A motion to approve the list of nominees was seconded and the slate of nominees was appointed.

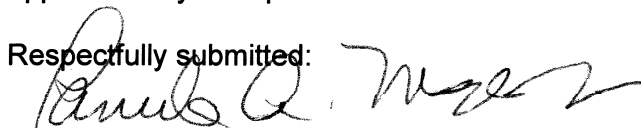
Other Business – All

Conversation topics included block parties as a way of fostering neighborhood spirit, the importance of publicizing Forest Hill as a great place to live, reinstating the heritage home plaque program, and alternative methods of delivering the Fall and Spring Newsletters.

Nancy Moody won the \$10 drawing.

All relevant business having been discussed, the meeting was adjourned at approximately 8:45 p.m.

Respectfully submitted:



Pamela A. Mason, Secretary

Preservation Guidelines & Policy Bulletin

Standard 9-2008: Exterior Maintenance

Homeowners in Forest Hill are required to maintain their homes in good repair. No owner or occupant may allow any deteriorated condition that debases the appearance of the neighborhood, reduces property values or creates a fire, safety or health hazard, including, but not limited to, the following:

- All exterior surfaces must be properly painted, sealed or otherwise treated to prevent rot and decay, and match the existing paint or surface treatment. Peeling, flaking or fading paint or faded or damaged siding, must be repaired, repainted or resurfaced. Deteriorated mortar, damaged or missing bricks, tiles or shingles must be repaired or replaced.
- All roofs, chimneys and foundations must be weather-tight and in good repair.
- All gutters, downspouts, awnings, windows and doors must be in working order and in good repair.
- Driveways, service walks, public sidewalks, exterior steps, patios and decks must be maintained in a safe, passable condition. Broken deteriorated or uneven materials must be repaired or replaced.

Please note that repairs required by this standard must comply with all other applicable standards. For example, if you decide to replace windows in your home because of their deteriorated condition, you must comply with Standard 6: Windows and apply with the standards committee for approval.

Preservation Guidelines & Policy Bulletin

Standard 10-2008: Yard Maintenance

Homeowners in Forest Hill are required to maintain their yards in good, safe and clean condition. No owner or occupant may allow any condition that debases the appearance of the neighborhood, reduces property values or creates a safety or health hazard or public nuisance, including, but not limited to, the following:

- All portions of the property not covered by the home, driveway or other permitted structures must be landscaped with grass, trees, shrubbery or other appropriate organic or inorganic ground cover. Landscaping must be properly maintained and trimmed so that it does not become overgrown. Weeds and other noxious plants must be removed.
- Dilapidated, abandoned or unusable personal property, such as furniture, appliances, automobiles or automobiles parts, must be removed.
- Litter, including litter on public sidewalks and the tree lawn, must be removed. Garbage must be disposed of in compliance with the regulations of the appropriate city and may not be placed on the tree lawn until the earlier of 7:30 P.M. or one-half hour before sunset the day before pick-up.
- The premises must be maintained, to the extent practical, free of sources of breeding, harboring and infestation by vermin, such as termites, skunks and rats.
- [Residents may not cause or allow excessive noise such as loud music or barking dogs that creates a nuisance for and is disturbing to neighbors.]

Forest Hill Home Owners may correct any condition that does not comply with this standard at the homeowner's cost.