**The Board of Marsh Ridge Homeowners Association met on March 2, 2017.**

Howard Glas was not in attendance. Joining the Board were Erin Johnson and Doug Ludwig, a member of the Architectural Control Committee.

The Board approved the minutes of January 19, 2017. Doug Ludwig reported on a request to build a cement block aboveground planter on the rocked area outside the lower level of the twin home at 615 Marsh. The Architectural Control committee approved the request and the Board approved after adding a condition. If/when the property is sold, the new owner must accept the planter or it is to be removed. Gail Scholl brought another request for the committee to study and recommend action by the Board. Doug also relayed the request of a former resident, who has updated and renewed our website, to cease this voluntary position due to illness. The Board will seek another person to post the meeting minutes and update other relevant information on the website. The Board also authorized Jon Holzer to obtain a debit card in the amount of $500 to pay for the license on the web site and related expenses.

**Committee Reports:** There were no reports on lawn maintenance or snow plowings. Ash trees in Marsh Ridge were trimmed and all debris removed during February. No information on insurance was noted. Erin Johnson has completed an internal audit of all addresses in Marsh Ridge as to correct dues payment and additional fees for larger than standard garbage containers. The fee for the larger containers appears on a homeowner’s quarterly dues statement. A single family homeowner had overpaid dues and the Board approved repayment of the amount.

Due to a number of summer and fall 2016 closings in Marsh Ridge it has not been clear on closing documents if either the buyer or seller of the property has paid current or past dues. Doug has developed a new form that indicates if the dues have been paid at closing by either party. The closing agent has to sign the form. Erin thanked Doug as the new form makes closing documents clearer as to the interests of the Association. Doug will also change the e-mail name and address on the State non-profit file to Erin. Zelda Malo has developed a welcome letter to be given to all new homeowners at closing. It directs the new homeowner to the Association Book of information about Marsh Ridge and the rules and regulations. The book was available to original homeowners when the property closed and should be left in the home when sold. All the information is on the web site if a book is not found. The Board suggested that the web site address www.marshridgedelano.com be added to the letter.

**Old Business:** Gail Scholl will get Erin’s updated list of homeowners and their phone numbers and duplicate it for Board members. Craig Sinkel noted that the watermain break at 567 Bonita has been repaired, but repavement will not be done until spring or summer.

**New Business:** Craig suggested Saturday April 29, 2017 for the spring walk around to assess exterior maintenance repairs for summer work. The walk around will begin at 9:00 a.m. and a short meeting will follow at 641 Marsh Drive.