

Woodlands of Livonia Homeowners Association Minutes of Board of Directors Meeting 03.26.09

Location: Arlis Olson residence
Convened: 7:05 p.m.
Adjourned: 8:45 p.m.

Present: Scott Fildes (President), Deb Anderson (Vice President),
Ken Grasso (Director), Arlis Olson (Treasurer).

Notes: Agenda Items appear in large boldface type. Information, Discussion and Decisions sections appear in bold. Abbreviations are as follows: HOA- Homeowners association, HO- homeowner, BMA- Board Member Anderson, BMF- Board Member Fildes, BMG- Board Member Grasso, TO- Treasurer Olson.

Review of Minutes

Decision

- Motion to approve minutes of 01.22.09 by BMF, second BMA, carried unanimously.
- Motion to approve corrected minutes of 03.19.09 annual meeting by BMF, second BMG, carried unanimously.

Designation of President & Vice President

Decision

- Motion to designate Deb Anderson as President and Ken Grasso as Vice President made by BMF, second BMA, carried unanimously.

Treasurers Report

Information

- TO reviewed the 2009 actual expenses to date and budget variances, status of checking and money market accounts and projections for cash flow for the next three months, accounts receivable and accounts payable.

Discussion

- Board members reviewed the status of the three HOs with unpaid dues and late fees.
- TO indicated that in one instance the property is in the foreclosure process and he has been in contact with the mortgage company regarding payment of the dues for which they are legally responsible for. Payment has not been received but is expected within a couple of weeks. Once that payment is received, there will still be a balance of approximately \$450 of outstanding dues and late fees. In another situation we have no forwarding address or telephone number for the homeowner, however, the home is currently listed for sale. In the other situation letters have not resulted in any response.
- After discussion the board concluded that we should wait until payment is received from the mortgage company on the one property and then consider filing a lien on the property for the balance of the outstanding amounts. On the second property we should contact the listing realtor to obtain a current address/telephone number for the owner. On the final property, BMF indicated that he recently obtained a current telephone number and will contact the individual. TO will keep the board informed as these matters evolve.

Decision

- Email motion on 04-13-09 by BMA to pay annual property coverage & general liability insurance premium in full (\$3,093.49); second by BMF, carried unanimously.
- Email motion on 04-27-09 by BMA to pay Arlis Olson \$536.82 for his March-April treasurer services (\$350), the flag for the 5th Addition (\$179.50) and a plastic storage container for association records (\$7.32); second by BMF, carried unanimously.

I.D.I. Appearance re: Contract Extension

Information

- Dave Arvidson, I.D.I. owner, previously contacted TO regarding the possibility of an extension to his snow plowing contract as he is considering upgrading his equipment. TO suggested that he make a presentation to the board. Dave indicated that he is “retiring” from his other activities to concentrate on snow removal and as such, is planning on upgrading from his existing loader to a 4-wheel drive / 4-wheel steering unit that is faster, more fuel efficient and cleaner burning. The new equipment would also have limited sanding capability that would allow him to apply sand (no salt or other chemicals) on selected areas of the trails. The existing contract runs through March 31, 2010 and is in the amount of \$5,460. Dave presented another contract covering the 2010 – 2011 through the 2012 – 2013 seasons. The first two years of the new contract are at \$5,660 per year and the last year is \$5,860. The contract also has an option for selected sanding for \$250 for each season.

Discussion

- Board members engaged in discussion with Dave regarding his equipment plans, the contract amounts and the challenges this current season presented. Dave offered that the contract amounts do not reflect the cost of the new equipment, but rather, simply give him a comfort level of continued work and cash flow for that time period. He intends to sell his existing non-snow plowing equipment to facilitate a significant portion of the new equipment cost. If the acquisition of the new equipment does not materialize, the contract amounts would not change; he would continue with his existing equipment, however the sanding could not be done. The consensus of the board was that the association has been receiving excellent service from I.D.I. over the years, that the proposed contract / fees are very reasonable and they hoped that the new equipment acquisition occurs.

Decision

- Motion by BMF to accept the new contract running through March 31, 2013 at the fees outlined, including the sanding option if the new equipment is acquired. Further, if the new equipment is acquired, accept a \$250 amendment to the contract for the 2009 – 2010 season for the sanding option; second by BMA, carried unanimously.

Miscellaneous

Information

- a. Pavilion / replacement boulders - TO indicated that at the previous BOD meeting it was reported that a HO had to remove certain landscaping from their boulevard due to conflicts with township requirements and that several large landscaping boulders are available. There is a need for boulders at the pavilion area as, over the years, numerous boulders have been pushed into the water by vandals. The HO has indicated the boulders are available, but on a first-come first-served basis.
- b. Review of pending hail damage repairs – BMA asked what the current status of the repairs was and whether the BOD should consider just banking the insurance proceeds until there is a more urgent need to have the roofs replaced.
- c. Web site hosting alternatives - TO indicated that our web site administrator, Laurie Grasso, has been researching web site hosting providers and has located a provider that she feels will be easier to work with and is significantly less expensive. There would be no change to the website address and nothing would look different from the end users perspective. Laurie will test the new site for any problems.
- d. Street sweeping – TO reported that he has contacted Astech regarding getting a quote for the 2009 street sweeping and expects to have that information available for BOD consideration in the next week or so. TO advised the BOD by email on 03-30-09 that Astech's quote for the work is the same as the 2008 rate of \$3,150.

Discussion

- a. BMF indicated that he felt the Pavilion area needed more work than just adding boulders and suggested that a work scope outlining at least two options be prepared in order to obtain quotes. BMA agreed it is prudent to obtain quotes for further consideration, but indicated she liked the “boulder” look. BMF and BMG will meet at the Pavilion and develop a work scope for review.
- b. BMF indicated a contract for the repairs has been approved and felt that the repairs should be completed. He offered to call the contractor and get the project moving. BMG wanted to be sure that the BOD had input on the color of the new roofing materials.
- c. Board members felt that if we can save some money on the hosting fees with no change in the quality of service it should be done.

Decision

- Motion by BMA to change website hosting companies as recommended by our administrator, second BMF, carried unanimously.
- Email motion by BMF on 03-30-09 to accept the quote from Astech in the amount of \$3,150 and authorized TO to sign the agreement, second BMG, carried unanimously.

Meeting Adjourned 8:45 p.m. 03.26.09

Minutes prepared by Arlis Olson, approved on 05-14-09 by:

Deb Anderson
Ken Grasso
Scott Fildes