

Woodlands of Livonia Homeowners Association Minutes of Board of Directors Meeting 9.17.08

Location: Arlis Olson residence
Convened: 7:30 p.m.
Adjourned: 9:39 p.m.

Present: Scott Fildes (President), Deb Anderson (Vice President),
Arlis Olson (Treasurer), Jim Katter (Director) Jan Hewitt (Secretary).

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, BMK- Board Member Katter, TO- Treasurer Olson.

Review of Minutes

Decision

- Motion to approve minutes of 8.07.08 by BMF, second BMA, carried.

Treasurers Report

Information

- TO reviewed actual expenses through August comparing to the budget.
- TO reviewed checking account and money market account balances.
- TO reviewed current aged payables (\$9424.30) including Astech (\$5916.00 for trail repair), Ultimate lawn (\$1810.50), Johnson and Bruns (\$750.00 for financial review services), Arlis Olson (\$947.80 for staining bridge, treasurer services, gas for tractor and blower)
- TO reviewed aged receivables noting four HO who are/were overdue with association dues totaling \$1235.56 plus late fees.

Discussion

- Board members reviewed the current policy of assessing HO dues late fees and agreed to continue with the policy that payment must be received by the 10th or a late fee will apply.

Decision

- Motion by BMK to pay aged payables totaling \$9424.30 contingent upon Astech filling areas that were routed but not filled, Second BMF, carried unanimously.
- Email motion by BMA, to pay the following:
 - Exterior Greens, \$300.00 for mum planting and final inspection , second BMK, carried unanimously.
- Email motion by BMF to reimburse BMA for 28 mums for a total of \$312.90. Second BMK, carried.
- Email motion by BMF, second by BMA, carried unanimously to pay the following for a total of \$3017.00 plus tax.
 - I.D.I. for the November snow plowing services in the amount of \$1092, consistent with the contract for the 2008-2009 season.

- Ultimate Sprinkler for \$580----\$30 for replacement of (2) sprinkler heads @ Cty. 4 entrance; \$325 for the new system controller for the 5th addition system; \$225 for winterization services for the three systems.
- Ultimate Lawn services consistent with the contract--\$1810.50 + tax.
- Email motion by BMF, second by BMA, carried unanimously to pay the following for a total of \$1350.00.
 - Pat Munro for the holiday lights at a cost of \$1350.00. Our letter indicated 75% payment upon installation of all lights, 10% upon removal of the colored lights and the remaining 15% when the white lights are removed.
- Email motion by BMF, second by BMA, carried unanimously to:
 - Approve the engagement letter with the Auditor and authorize TO to sign it. The cost for the 2007-08 audit will be \$1100.00- \$1150.00 plus travel.

Cattail Removal

Information

- BMA received a bid form Exterior Greens to remove cattails in the stony bridge area for \$500.00 and to haul away for additional \$50.00.
- BMA contacted the DNR to see if there were restrictions on removing the cattails. The DNR referred her to Livonia Township.
- Livonia Township responded that they have no jurisdiction over the area.
- **Decision**
- Motion by BMA to hire Exterior Greens for \$550.00 to remove and dispose of cattails, second BMF, carried unanimously.

Insurance Settlement

Information

- Board members examined building for which the insurance company issued a check for storm damage and agreed that the damage is not very visually apparent.

Discussion

- Board members discussed whether or not the repairs should be made. If the repairs are not made then if there is future damage it cannot be claimed.
- Board members also agreed that the purpose of having insurance is to maintain the quality of homeowner property.

Decision

- Motion by BMK to use insurance payment to hire Elk River Exteriors as per proposal to repair the two buildings with storm damage, second BMF, carried unanimously.
- BMF agreed to contact Elk River Exteriors to have them proceed with work.

Financial Review and Audit

Information

- TO will provide auditor with information requested for upcoming financial review.

Picnic

Information

- 52 residents attended the picnic.
- Thank you to New Innovations Homes for providing rest rooms

Annual Meeting

Information

- The annual meeting is scheduled for March and since RJ's is closed Board members will be looking for a new location.
- Board members will need to have proposed budget for 2009 ready in November. TO agreed to create a draft and Board members agreed to think about possible major projects that might need completion in 2009.

Meeting Adjourned 9:39 p.m. 9.17.08

Minutes prepared by Jan Hewitt, approved on 11.18.08 by:

Scott Fildes

Deb Anderson

Jim Katter