

Franklin Valley Homeowners Association – November 14th, 2022 Agenda

Meeting held at Monika's home, Monday at 7:00 pm.

Board members in attendance: Melissa Schreiber, Monika Czartoryjski, Jeff Kowalsky, Greg Knick, Matt Gonderinger

Residents in attendance: 0

Meeting called to order: 7:17pm

Meeting adjourned at 8:50

Operatorial Overview:

- Confirm or adjust next meeting date (December skip a meeting month/ January 23rd)
- Approval of last months minutes (TBD - From Graeme)

Key Topics:

1. Residence requests | Issues
 - Snowplow questions | Upload contract to the folder, Jeff sent to Monika
2. Budgets
 - Review budgets to date
 - Suggestion was made that the last 4 years of financial data be included with the HOA invoices.
 - Delinquent Dues: There are about XX% delinquent to date.
 - Vote on implementing a late fee for those who are way past due and delinquent. For those over one year due, possibly adding 5% - 10% to the amount past due each year.
 - Monika to check the legal aspect of this.
 - Homeowners have requested looking into ways for homeowners to pay digitally.
 - Monika moved to set up venmo act so that residence can pay digitally. Motion passed. Roll out digital payment in 2023 using Venmo. Adding to the newsletter with instructions.
 - Checking account process update for new Board Members.
 - Agreed that Monika will add the Vice President, Greg King, if he is willing. Two people will be on the bank account at all times.
 - Updated approval process for checks. Since there is not a double line on the checks, Monika will send an e-mail out before she writes a check to have the President or Vice President to approve and verify starting in 2023.
3. Property management

- Split Rail
 - Monika type up pricing for this (Cedar)
 - Estimate requested from our landscaping team
 - Snowplow
 - Attachment has been sent. Monika will sign and send out with check
 - Landscaping
 - Lighting repaired and paid. Good experience with them. Receipt uploaded.
 - Damaged sign removal/ Rebuild
 - Monika recommended putting up a hardie sign and has volunteered to bring estimates to the next meeting for a 4x8 hardie sheet and letters. Est. about \$200-300 (**Hardie fiber cement siding is more durable and up to 5x thicker than vinyl siding.** It easily stands up to the elements, resisting damage from wind, rain, freezing temperatures and hail, and gives homes years of protection with low maintenance)
 - Look into removing the veneer
 - Melissa to get a quote from Cornerstone 248.675.5252 Look at both on middlebelt
4. Social Events
- Halloween (Updated final budget and uploaded receipts)
 - Signs - other usages (Safty, website and facebook)
 - Other Holliday?
 - Next year, holliday lights and decor contest with awards.
 - Add lights to the entryways
5. Digital Communications:
- Community management:
 - Financial information is updated. And will be adding the meeting agenda/notes
 - Matt is adding Board's names and bios to the Website
 - Facebook is public but limited people can post
 - Facebook: An "Unofficial" Facebook has been started by Amber and it is causing confusion. Our page is 'Franklin Valley Subdivision Association' and Amber's Page is 'Franklin Valley Subdivision'.
 - Password document & content management calendar
 - Website: contacts and process
6. Board Direct Communications | Letters/Survey/Welcome Packages
- Newsletter: Updated | Melissa to send with notes on Greenscapes, Halloween thank you, garbage can notes, digital voting, be safe walking as it gets darker.
 - Survey: Matt created a survey for the website. Need to get access to Microsoft act from Graeme.
 - Welcome package and letter for those moving into our area. Retroactive for those who moved in over the last few years.

- Idea for the welcome package include:
 - Welcome letter from the HOA with a brief history of the area, and the contact information of the Board with examples of when to reach out to us.
 - Magnet with a list of references including our HOA communities, the Township website, the parks and rec website
 - A copy of the Architectural Guidelines
 - A newsletter format of important “did you know” information including important info such as dues/budget information. When to reach out to your HOA.
 - A revised copy of the survey
 - Township visit to see if they want donate anything? Numbers etc.
 - Gift Card for cleaning supplies
 - Ace Hardwear / Mapple theater/ Nio’s / Jalexander/ Franklin Grill/ Jagid Fold / Franklin Cider Mill
 - Monika to go to - Buddies/ Jets Pizza/ Olgas/ Jersey Mikes / Tim Hortons

Misc: Township communication. Melissa to reach out to provide names of the new board members.

MISC:

Board Details for reference:

9 members | 5 of 4 votes indicate a majority.

Board Officers:

2022 President - Melissa Schreiber

Vice President - Greg King

2021 Treasurer - Monika Czartoryjski

Secretary - Graeme Turner

Board Members at Large:

(Former President 2010-2022)- Denise Goodwin

Jeff Kowalsky

Greg Knick

Matt Gonderinger
(Former Treasurer 2009 - 2021)- Theresa Rankins