

## January 2024 HOA Min

Orange indicates an action item | Votes are in Blue

**Date:** January 30th at 7:00 p.m.

**Location:** Matt's house

Melissa called the meeting to order at 7:14

**People in Attendance:** Matt, Melissa, Greg, Christine

**Residence Request:** 18 kw Generac Generator to be installed on Riverstone Rd. Thank you for your early attention to this matter. J.B.

Board to vote on February meeting date (Suggest Monday the 26<sup>th</sup> or Tuesday the 27<sup>th</sup>) Plan to live streaming 2024 monthly meetings for those who can't attend in person – Melissa to set a zoom up next meeting

### Minutes approved below:

- September - Adjusted and approved in-person by Melissa, Matt, Christine, Greg
  - Via Email: Brennan
- October - Adjusted and approved in-person by Melissa, Matt, Christine
  - Via Email: Brennan
- December - Approved by Melissa, Matt, Greg
  - Via Email: Brennan

### Board Updates:

- Members to send bios to Matt – Can be very short!
- Members support rolls.
  - Vice Treasurer – Patrick and Brennan to follow-up and meet with Monica
  - Partnerships: Greg & Support Brennan - leading partnerships and vendor relations and review quotes
  - Neighborhood Engagement – Christine (Halloween & Ice-cream Social)
  - Communications (Website management)– Matt
  - **Social – Need Volunteers | Signs (Updating and storing) – Need Volunteers**

### Budgets (Monika & Brennen & Patrick to Back her Up)

- Vote on 2023 November/December Budgets Sent Via Email
- 2024/2025 budget forecasting - Melissa recommended creating a forecast for a year ahead. Ex. To add fall clean-up and brick work.
- Pay S.P. \$35. Monika to Verify and Pay if accurate.
- Update on **Michigan Housing & Development Authority (MSHDA)**.
  - Matt recommended Include an application and information when we send out the due's notification.
  - Melissa recommends the language is the same on the note and the website.

### Partnerships and contracts (Greg)

- The split fence repairs – Done and paid for
- Snowplow update – Positive Feedback
- Brick repair on Middlebelt and North Pebble Creek. Plan for 2024 budget on this.
  - Greg Wilson is dropping off Drawing on tomorrow for review
- Landscaping Check-in – Last Season went well – Looking to negotiate midsummer clean-up
  - Open a discussion about possibly discounting HOA fees in exchange for volunteers for fall & spring clean-up to offset vendor cost. Possible planning a Beautification event. 2-3 hours a few times a year. Brennen suggested showcasing how much we save with these events.

### Events (Christine)

- Ice cream social - Tentatively scheduled for May. Brennan has offered to host need a date and a rain plan. Possibly use extra money on a projector / Greg to investigate a used one
- Halloween - Feedback and recommendations for next year
  - Budget = TBD Budget for 2024 – 2025 estimate \$500 | Date = TBD
  - Improvements for next year: It helped to have a crew set-up an hour early. Need a rain plan, Communications out at least 2 weeks early. Chili Cookoff and Pizza to be included

### Communications: (Matt)

- Melissa to Order sign
- Consider ordering locks for the signs for at least three signs
- Brennen recommends adding our website. Or printing out a QR code and adding it to the boards. Leverage different QR Codes for dues due, events, etc.
- Matt would like to edit the website so that it is organized with information for current residents & prospective residents & real estate agents and would like to know what to include on all three pages.

### Fence Committee (Matt, Patrick and Brennan)

- To meet soon and plan to send information on fences in the spring (Vote on a date)
- Patrick is looking into the HOA's legal rights

### Possible Roads Committee – Possible Spring Pavement conversation

### Welcome packages for new homeowners

- What is the best way to keep track of new residents? Emails from title companies
- Give out gifts at the yearly June meeting or when we find out someone moves in we can deliver it.

### Topics for further discussion:

- Mailing the architectural guidelines & Yearly newsletter with year to date report
- 2023 Surveys (Melissa to Bring for Patrick)
- Possible rentals from HOA in the early spring (Eg. signs, tents, and movie screen rentals, projector)
  - Cost, Agreement, Insurance

Melissa called the meeting to adjourn at 8:45