

March 2024 HOA Minutes

Date: March 26th at 7:00 p.m.
CALL the meeting to order 7:14

Location: Melissa's house

Residence Request: NA

Board Updates:

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

Budgets (Monika)

- **Brennan & Patrick to meet with Monika on transitioning**
- **Paid insurance & Snowplow**
- **Paid GoDaddy - for 5 years & Email Renewal - (under Monikas name)**
- **Update the level of detail with fees and line items**
- **Greg recommends the Bank Reconciliation Reports quarterly**
- **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.**
- **Would like to review the notice that goes out as reminders and have that on google drive.**
- **Yearly budgets will include increases in costs over the years.**

Matt moved to approve the treasurer report and Brennan second approve and approved

Partnerships and contracts (Greg)

- Brick repair on Middlebelt and North Pebble Creek. Plan for 2024 budget on this. Greg Nelson recommends choosing a style and coming to the meeting to go over details. He can also come to meeting in June.
- Renewed American Landscaping - Last Season went well – Add fee for late summer and fall clean-up / Greg negotiated half a day rather than full day so that we can have others help volunteer. \$12,500 a year.
- TruGreen booked again for the year.
- Flood light was damaged and fixed.
- Looking at putting up a service directory with recommendations from homeowners.
- Sprinklers (Pipe is missing) Reaching out to get out April and May

Events (Christine)

- Ice cream social - **Monika has offered to host a date. Date: Friday, May 17th (6-8pm)**
 - Tent
 - Games
 - Large inflatable target board
 - Ice Cream choices
 - Hot dogs
- Sub-wide sale? Spring and costs? First and Second week in June? (May 11th West Bloomfield sale)
 - Volunteer homes for people to bring stuff over
 - Is it possible to have us bring in other homeowners fees and applications
- Second Tuesday in June - Date June 11th (Monika to call Cathey at Warner)
- Possible Beautification Day 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. Talk in June. Help set this up with timing and checklists on tools etc.
- Halloween - Feedback and recommendations for next year
 - Possibly use extra money on a projector / Greg to investigate a used one
 - 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 Cook Off and Pizza to be included

Communications: (Matt)

- Melissa to Order sign
- Consider ordering locks for the signs / Hold down with Anchors .
- 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.
- Social - Patrick looking into supporting - Create and Post Ice Cream social - In Canva

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

Roads Committee – Possible Spring Pavement conversation

Survey Committee?

Welcome packages for new homeowners

- What is the best way to keep track of new residents? E-mails from title companies
- Give out gifts at the yearly June meeting (Ideas next meeting) 7 new Homeowners

Topics for further discussion:

- Mailing the architectural guidelines & Yearly newsletter with year to date report
- 2023 Surveys (Melissa to Bring remaining for Patrick)
- Possible rentals from HOA in the early spring (Eg. signs, tents, and movie screen rentals, projector) Cost, Agreement, Insurance
- Look into creating an IT charter: Bylaws for responses and language and access | Possibly consult a lawyer.

June meeting preparation:

- Accomplishments from 2023 and Goals for 2024
- Ask what services people use and look to get possible discounts on these
- Survey results with an update survey to go out
- Elections

Melissa called the meeting to a close at 8:10 All in favor