

Woodlands of Livonia Homeowners Association Minutes of Board of Directors Meeting 02.09.17

Location: Missy James Residence
Convened: 7:09 p.m.
Adjourned: 8:35 p.m.

Present: Ken Grasso (President), Doug Charron (Director), Marvin Miller (Director) and Missy James (Secretary/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, BMC-Board Member Charron, BMM -Board Member Miller, BMG- Board Member Grasso, TJ-Treasurer James.

Review of Minutes

Decision

- Motion by BMC to approve minutes of the 11-28-16 Board meeting; second BMG, carried unanimously.

Treasurers Report

Information

- TJ gave a brief review of HOA expenses for October 2016 – January 2017 vs. budget (we ended 2016 approximately \$22,103.12 under budget); although there were a few invoices for 2016 that were paid in 2017 that should go toward the 2016 budget. The status of checking and money market accounts and projections for cash flow through the upcoming months. The HOA is well situated at this time to handle anticipated expenditures.
- TJ reported that the current receivables totaled \$2,137.50 that relates to (12) residents that have outstanding dues (1st Quarter of 2017) and/or late fees. Late fees will be assessed on the outstanding amounts and past due notices sent out.
- TJ reported that the payables of record as of 2016 year end were \$8625.23 consisting of Connexus Energy - \$984.63, ACE Solid Waste - \$763.28, Verde Plus Lawn Care - \$753.41 for the remaining portion of the holiday lighting fee. The ACE invoice is an autopay and the Verde Plus amount will not be paid until the lights are removed in the spring. There were 3 invoices from 2016 that were never received (\$3929.94 total or 2 of \$1964.97 each to Jeremy's Lawn care and \$446 to Lake Restoration) that will be paid in 2017. Both places have been notified where to send the invoices from now on so this doesn't happen again.
- TJ also notified the BOD that there is \$77,960.29 in the checking account and \$81,523.43 in the money market account.

Financial Review of HOA Activity

Information

- Johnson, Bruns & Company Chartered has been contacted and will again prepare the financial statements for the Woodlands of Livonia Homeowners association for 2016.

Decision

- Motion by BMG to hire Johnson, Bruns & Company to review the 2016 financials

Summary of achievements and Election Results

Information

- The new fountain is here and ready to be installed in the spring!
- No one has come forward to run for the open BOD spot that will be vacant once BMG is done in March.

Decision

- We need to analyze the old fountain and determine if it's worth the cost to send it in for repairs. It would have to be taken apart and sent to Kasson in Prescott, Wisc.
- BOD will talk with people while out and about in the neighborhood looking for volunteers that would like to sit on the board.

2017 Annual Meeting Items

Information

- TJ indicated that the HOA 2017 Annual Meeting is scheduled for March 28, 2017 at the American Legion downstairs meeting room and that the room has been reserved. A meeting agenda needs to be confirmed. A formal 2016 treasurer's report and 2017 budget needs to be outlined for the HO's to view during the meeting and on the website. There may be a presentation from HO Cook about Smart meters. The HO's need to be made aware of the 2017 capital budget expenditures; Trail trimming, Boulevard trees and the covered bridge/Pavilion painting.

Discussion

- Board members reviewed the material and had suggestions for additions to the agenda. It was indicated that a reminder of the meeting date, etc. will be included with the 2nd Quarter dues invoices that will likely be mailed in early March.

Miscellaneous/Informational Items

- It needs to be determined if a spring work day will be scheduled to be run by volunteers. Some items that can be done are the sign post painting and the covered bridge/Pavilion painting. We should have a date/time available for the Annual meeting so HO's can sign up.
- Roadway patches – The Township came in and laid some patches, but not all. There could be up to a 5 year wait for them to finish if need is high elsewhere.
- The 2017 capital Improvements are; Trail trimming, Boulevard trees and the painting of the Pavilion and the covered bridge. Among the items discussed were: volunteers for the trail trimming and sign post painting; Volunteers to remove the dead boulevard trees; the replacement of those trees; Volunteers to paint the Pavilion and the covered bridge.
- Mark Cramer has moved – we need a new architectural committee member. Currently on the committee: John Simione, Ken Grasso and Doug Charron (after Ken leaves in March).
- There was discussion regarding RV's and boats parked in yards. The covenants 'encourage' vehicle, RV and boat parking in the owner's garage. Cars must be licensed and drivable. There are no restrictions to year round parking of boats or RV's, but it is discouraged by the board.
- The gardening proposal for 2017 was reviewed. Motion to accept made by BMC, 2nd by BMM, BMG excused from the vote due to conflict.
- BMC has recently been invited to be a part of the GOP precinct chair, for legislative change to help homeowners living in an association. He will continue to keep us updated on this.

Email Motions

- 12-5-16 BMG motioned to accept a revised bid from Allied Blacktop for \$2120 for 2017 street sweeping. 2nd by BMC, carried unanimously.
- 12-9-16 Email motion by BMG to reimburse TJ for office supplies. 2nd by BMC, carried unanimously.
- Email motion by BMG to contract with Johnson, Brunns and Co. to complete a financial review of 2016 Woodlands of Livonia HOA revenues and expenses. 2nd by BMC, carried unanimously.

Meeting Adjourned at 8:35 p.m. 02-09-17

Minutes prepared by Missy James, approved on May 5th 2017 by: Motion BMC, 2nd BMG, carried unanimously.

Ken Grasso
Doug Charron
Marvin Miller