

Woodlands of Livonia Homeowners Association

Minutes of Board of Directors Meeting Sept 28th 2017

Location: Papa's Italian Restaurant
Convened: 7:05p.m.
Adjourned: 9:10 p.m.

Present: Ken Grasso, Doug Charron, Marvin Miller, Missy James, Tammi Leppla, Melanie Aucapina and Alyss Olson

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, BMG-Board Member Grasso, BMM- Board Member Miller, TJ-Treasurer James.

Review of Minutes

Decision

- Motion by BMG to approve minutes of the 05-08-17 Board meeting; second BMC, carried unanimously.

Treasurers Report

Information

- Actual expenses for the month of June were \$6800.61, this was in line with the set upon budget. July was \$12,855.35, which was over budget due to fountain repairs, the bridge and pavilion painting that was approved and mailbox repairs. August was \$10,748.68, which is slightly over budget due to the bridge/pavilion painting. There are no new spending concerns that the board should be aware of that have not been previously mentioned. The association is well positioned financially. There is no concern for cash flow at this time.
- The checking account balance at the end of **June** was \$90,787.92 and the Money Market was \$71,572.76. The Trail fund is at \$67,085.00 and the Facilities reserve fund is at \$15,500.00.
- The checking account balance at the end of **July** was \$93,911.57 and the money market was at \$71,581.59. The Trail fund is at \$69,085.00 and the Facilities reserve fund is at \$16,250.00.
- The checking account balance at the end of **August** was \$65,437.89 and the money market was at \$91,602.37. The Trail fund is at \$69,085.00 and the Facilities reserve fund is at \$16,250.00.
- \$20,000 was transferred in August from the checking account to the Money market account.
- The Receivables as 8/31/17 stand at \$1787.50 which is the result of nonpayment of dues by 6 residents. Late fee notices were mailed last week for those who have not made payment. Some of the residents have already responded.

- There are two Payables of record at this time, Jeremy's lawn care in the amount of \$1964.97 for the month of September and October bills are starting to show up.

Decision

- Motion by BMC to approve the treasurer report; second by BMG, carried unanimously.

Check signing Authority

- BMC and TJ are to meet at the Bank of Elk River when convenient and change over the check signing from BMG to BMC.

2018 Contracts

Information

- As a board, we looked over the current contracts to determine if bids were needed

Discussion

- Lawn care: Contract good with Jeremy's Lawn care through Oct. 2018, will need a bid fall of 2018. Irrigation: Need to bid out, not happy with Great Northern Landscapes service. Bid sent to Verde plus Lawn care. Gardening: Bids are needed, Laurie Grasso is no longer interested. Bids sent to Verde Plus Lawn Care and Zimmerman Home and Garden. Garbage: See if we can get a new contract in writing through December 31st instead of September. Snow removal: Current contract with I.D.I good through 2020. Street Sweeping: Need updated bid from Allied Black top. Pond treatment: New Bid comes in the mail from Lake Restoration every year. Mailboxes: Brian Humphrey Construction does a great job, need a Certificate of insurance for them?

2018 Budget Process

Information

- Items that need to be added to the 2018 budget were discussed: Cul-de-sac improvements, Mulch, Boulevard trees, software for the Association, along with all the typical items that the budget pays for every year.

Discussion

- There was much discussion about the Front entrance trees. The trees will be mismatched if we don't replace them all at once but then the cost will be higher. Pricing needs to be requested for a complete restoration of the front entrance, rock, edging and trees. Contact Twin Earth works. It was decided to leave the tree budget for now on the 2018 budget and work on getting a bid.

Request for improvements/sign off

Information

- Multiple requests for improvements came in, they were looked at, discussed and signed off.

Informational Items

Information

- North Entrance – dead tree removal and replacement. How many trees are needed and how much will it cost? Removal is easy – the replacement is what is difficult with electrical, irrigation and unknowns, plus the cost of the trees.
- Flags – find pricing from last year and determine if we need them this year or not.
- Woodland's clubs – TJ gets lots of emails and phone calls about the Woodland's clubs; dinner club, wine club, book club. These clubs are not board sanctioned and it is up the homeowner interested to up keep and/or disperse marketing for these events.
- Mail chimp has been started, need to finalize the resident email list.
- The website was discussed and the importance of updating it.
-

Ken Grasso

Information

- Ken Grasso officially resigned, even though his position was done in March of 2017. Thank you so much Ken for all of your time and energy, the neighborhood truly benefited from your extended service.

Discussion

- Tammi Leppla offered to take the open board position. BMC made the motion and BMM 2nd the motion. Welcome to the board Tammi!

Email Motions:

- 5-12-17 – BMG made a motion to pay Allied Blacktop for 2017 street sweeping. 2nd by BMC. Carried Unanimously.
- 5-15-17 – BMC made a motion to pay I.D.I to help with the 2017 Volunteer clean-up day. 2nd by BMG. Carried Unanimously.

- 6-9-17 – BMG made a motion to pay Accurate Electric for fountain repair. 2nd by BMM, Carried Unanimously.
- 6-25-17 – BMG made a motion to pay Great Northern Landscapes for Sprinkler Start up 2017. 2nd by BMC, Carried unanimously.
- 7-6-17 – BMM made a motion to have Holland Painting power wash and stain the Pavilion. 2nd by BMC, carried unanimously.
- 7-9-17 - BMM made a motion to have Holland Painting power wash and stain the covered bridge. 2nd by BMC, carried unanimously.
- 7-17-17 – BMG made a motion to pay Arlis Olson a reimbursement check for gas for the HOA tractor. 2nd by BMC, Carried Unanimously.
- 7-23-17 – BMM Made a motion to pay Zimm City High life to take down three dead Linden trees on the front entrance boulevard and haul away. 2nd BMG, Carried Unanimously.
- 8-6-17 – BMC made a motion to Reimburse Cindy Jacobson for the “Night to Unite” neighborhood party food and misc. expenses associated with the event. 2nd By BMG, carried unanimously.
- 9-12-18 BMG made a motion to pay Accurate Electric for electrical repairs at Stoney bridge irrigation area. 2nd by BMC, Carried Unanimously.

Meeting Adjourned at 9:10 p.m. 09-28-17

Minutes prepared by Missy James, approved on 2-15-18, by: Motion BMC; 2nd BML; carried unanimously.

Ken Grasso
 Doug Charron
 Marvin Miller
 Tammi Leppla

