



## Woodlands of Chatterton Village

### Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes • Wednesday, April 20, 2011

7:00 – 9:00pm

- **Roll call**- meeting was called to order at 7:00 pm  
Jason Rivers, Joshua Vasseli, Pat Gilson, Annette Solomon, and Kim Mosley & Karen Cook from KC Property present (Judy Curcio absent)
- **Adoption of agenda**- all approved
- **Open Forum**
  - 1) WOCV forming a beautification committee
  - 2) Co-owner complaints/ information re:
    - a) dog deposits not picked up from common areas and porches of non-dog owners
    - b) Co-owner complaints re: trash being blown around before and after trash day. It was noted that some residents are not using garbage cans and putting out loosely tied bags, boxes with loose debris
    - c) Co-owner complaint re: resident that parks in middle of street for 30- 120 minutes blocking other residents from passing
    - d) Co-owner questioned whether we know who/ where tenants are since co-owners are moving out and renting their condo's
    - e) Co-owner questioned the conformity of community (i.e.- co-owners removing white fence, planting flowers, etc.)
    - f) Centex window repairs/ components: MI Doors and Windows in Livonia, LLC. Capital windows are the installed windows and it is the 3500 series.
    - g) Co-owner paid \$267. For dryer vent on roof to be cleaned. Repair person found screens blocking roof vent preventing particles from getting out. Karen will get quotes from other companies and recommended calling Pulte re: warranty/ repairs to screen blocking vents.
    - h) Will add FHA approval to website
- **Review of minutes of preceding meeting** – November 2010 minutes approved
- **Reports of officers / management company**
  - President
  - Vice President
  - Treasurer
    - Expenditure Tracking-
      - Revenue on track with budget
      - Water & Sewer on track after adjustment
      - Electric & Gas on track

- Chart title on track
- Printing, postage, supplies under budget
- Legal fee's over budget: should be \$6K and budgeted at \$3K
- Committee's way under budget
- Clubhouse under budget
- Grounds maintenance on track
- Building maintenance on track
- Pool supplies & service not expected to exceed
- Snow & Ice on track
- Landscaping, pond, sprinklers slightly over

- Accounts Balances –
  - \$47,000; \$20,700; \$70,000 & \$31,700 in operating acct.
- Drainage project for 2011 will come out of reserves
- Asphalt up keep plan. Look at area by 47752 Pembroke
- Square \$5K Receivable- no payment as of yet, though, Select Management requested itemized bill from KC Property.
- KC Property – Work Orders, Inspections, Management Report...
  - Kimberly presented on costs savings with DTE. DTE will come out and install compact florescent bulbs, low-flow shower heads, & other faucets.
  - Karen met with Anne from Canton township re: pond. Anne reported that a well is possible but would need special building to prevent rust. Jason suggested that we pursue this this and contact G&G to find out the well and the housing unit cost.
  - Building 18: Water usage alert. There is only one main for the building. Pat from P&C will monitor and inspect
  - Pool Key Fab: Board likes cards and understands that a new latch system is needed. Cost is \$7K for the security cameras and key fab.
  - Pool Gate replacement: \$5,300 Need to get a recommendation on each vendor
  - KC to find out if Canton requires exit gate on other side of main gate
  - Grounds and Gardens are approved to proceed with mister installation for irrigation system
  - Karen announced that she is retiring and Kimberly Moseley is taking over management of KC Property

#### **BOARD VOTE**

- Josh motioned to approve \$7,200.00 for key latch system. He would like to have KC Property Service determine which proposed company will have the better interface and easier to use for updating purposes. He would also like to know if it is a maglock system.
- o Seconded by Pat
- o Motion Carried

- **New business- items voted on:**

- 1) Board voted and passed motion requiring that all trash cans be labeled with an Association address sticker in our community. KC will mail (2) address stickers to each unit along with a letter stating that any unit found using bags only or cans without Association address sticker will be fined \$75 for the violation. The effective date of this policy is MAY 31, 11.
- 2) Board voted and passed motion to formally create a Conformance Committee, giving committee members the ability to tag illegally parked vehicles and send any violations directly to KC for processing. Committee members will take photo's all violations when at all possible.
- 3) Board voted and passed the ability to hire Co-owners / Board Members / Committee Members for paid contracts. The contractor signs all paperwork as would any other contractor, and in addition signs away any right as a co-owner/board member to have a say/vote in award or review of their contract. In addition, bid reviews are secret so all companies are on a fair footing, and the review process is 'blind folded', meaning the 3 quotes presented to the board show only COMPANY A, B, C and KC has references available for each company. This will be done for ALL quote reviews so as not to 'tip off' the board that a quote has been received from within the Association.

**Meeting Adjourned- at 9:17**