

Heatherwood Association
Sept. 12, 2011

Present:

Board members: Barb Shoffner, Aaron Stoliker, Deb Wilson, Dave Patera, Matt Swan

Kramer-Triad management: Fran Kowalski

Guests: Mr. Lamus and Mr. Joaquin Lamus

- Meeting was called to order at 5:30 p.m.
- Co-owners from Unit 79 (Mr. Lamus - father and son) were present regarding fines for guest parking and a garden at the rear of the unit. Mr. Lamus stated that the garden was not his father's and asked that the \$25.00 fine be removed. K T did not have the son's address on file (Mr. Lamus provided same).
- Agenda was approved with no additions. Motion to approve by Deb, seconded by Aaron.
- August 1, 2011 meeting minutes were approved. Deb made motion to approve, Dave seconded.
- **President Report**
 - Pool has been locked up for the season. This season had no major incidences requiring police,
 - Lease Inspections - Fran sent renter's listing to Pittsfield Township for follow-up. **Action item:** Fran to fax list to Pittsfield Twp. Building Insp.
- **Vice-President Report**
 - Nothing to report
- **Secretary Report**
 - Nothing to report
- **Treasurer Report**
 - Matt will transfer funds from CD (done)
 - Fran to send YTD General Ledger (done)
 - Fran to draft 2012 Budget (keep dues the same and continue to deposit 20% into the reserve account)
 - Barb will send previous budget items to Fran (done)
 - 2012 priorities:
 - Roofs
 - Road Maintenance
 - Landscaping
 - 2012 Budget items:
- Fran to send insurance comparison to the Board for review; budget for Associa amount and vote before contract renewal time (in process)
- Fran to request pricing for a three year contract with Pools by Poye (in process)
- Clean out all dryer vents and install bird cages
- Add pricing to clean outside entries at least once per month
- Replace carpeting at Units 107-152 (Bestway recommendation)
- Mailbox renovation (new clusters to include parcel boxes)

- and outgoing mail slots - reserve item)
- Landscape Committee Report (Anita McDermott)
 - Fran to check with Lodi to make certain they are watering the new trees by filling the gator bags (waiting for response)
 - Some of the trees that need trimming did not have white tags; there is a dead tree by the pond as well (waiting for response)
 - Board approved the quote from A & H for \$2,200 to remove dead and diseased plants subject to Anita's approval (motion by Matt, supported by Deb - all ayes. Anita approved; signed quote sent to A&H)
 - Ornamental trees to be trimmed in the spring
- Per Dave, letter regarding garage maintenance deemed a success; at least 50-65% of the garages were repaired and/or painted
- Roof project will be continued October 7 weather permitting
- Board approved a three year lawn and snow contract with A & H (Motion by Deb, supported by Matt - all ayes)
- Board approved continuing the fertilization contract with Green Guys (Motion by Deb, supported by Matt-all ayes)
- Board approved concrete repair quote from Argon (Motion by Matt, supported by Aaron, all ayes)

Action Items:

- Annual Meeting September 26:
 - Barb will check with Anita about speaking at the annual meeting
 - (Anita declined)
 - Fran to pick up four \$25 gift cards from Meijer along with cookies, coffee, water and napkins
 - No financial information will be handed out at the annual meeting
- Barb has a downspout in her garage - Fran to send Jason over to pick it up (done)
- Fran to check with monitoring company to see if the phone can be turned off for the season (waiting for response)
- Deb and Dave to provide Fran with their nomination profiles (done)
- Anita and Barb will check with Lowes to see if they can purchase additional lounge chairs, etc. for the pool area (done)
- Fran to issue a work order to clean the gutter at unit 103 (done)
- Any building that has not been reroofed will have the gutters cleaned next spring
- Ask Eric from Desine when the asphalt will require seal coating (waiting for response)

Pending/Tabled:

- Still waiting for confirmation from Eric at Desine and Nagle Paving
- regarding asphalt warranty repairs and miscellaneous other repairs
- Quote from A & H for the ravine repair (tabled)
- Quote from A & H regarding a few issues found during the spring site walk (tabled)

Adjourn to Executive Session (motion by Barb, supported by Matt - adjourned at 7:20 p.m.)

Annual Meeting will be held on Monday, September 26. Next Board meeting scheduled for Monday, October 10 - budget meeting.