

**Heatherwood Condominium Association
March 20, 2008**

Board Members: Terrie Fanelli, President Anita McDermott, Vice-President Deborah Wilson, Secretary Matthew Swan, Treasurer Brad Wathen, Director-at-Large	Ann Arbor Real Estate Company Valeska Rickman	Co-Owners: Minutes: Deb Wilson
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- I **Call to Order:** 5:58 p.m.
- II **Approval of Agenda:** Motion made by Anita, seconded by Matt. Approved.
- III **Co-Owner Concerns:**
 - A. Unit 141 - Noise Violation. Residents received fine for noise violation. They came to speak to board about it. They said they did not think they were overly loud, walking around, not playing with dogs after 10 p.m.
 - B. Unit 89 -Drainage issues: Board is aware there is a drainage issue, but are looking for total drainage fix and this will be included in that plan.
- IV **Approval of Minutes** Motion by Matt, seconded by Brad. Feb minutes approved.
- V **Reports**
 - Legal Reports:**

Noted that some names on ledger should not be as audit debit are messed up. Also noted that late fees/fines are not on the ledger sheet. Valeska will contact Heather for update and she will email it to the board by Wednesday, March 26, 2008.
 - Officer Reports:**
 - Website:** Deb will be adding a welcome FAQ and resources to the site.
 - Treasurer's:** Asked about TCF Statement, Valeska brought the statement, it only comes annually as it's a CD. Matt said bank should report quarterly. Reported that Steve doesn't want them to close the account, instead to write a check for the amount of the statement (missing new interest). Board needs more information on this matter. Valeska said Bank of Ann Arbor and Fidelity are supposed to be closed by Steven and money moved to Raymond James. Steve is the only one authorized to do these accounts. Valeska noted that Michelle is still on the accounts and no longer works at AAREC. Steve must remove her name from the accounts.

Valeska will forward 1099 from TCF to Myler. She also noted that Bank of Ann Arbor reserve statements are still in the folders. She will check for any other 1099s that need to go to Myler for the audit.
 - Vice President's:** Anita spoke about entry doors, Board decided to go with George Myers on replacing 6 doors, for a total \$10,044. May be capital expense, Valeska will check with Heather. Anita made motion, Matt seconded, board approved.

Letter to co-owners: Anita started a newsletter for co-owners. Newsletter tabled.

Committee Report

Landscape Committee:

Landscape Committee: no money to do anything this year.

Management Report:

Financial: Auto Debits have not been done. The bank is starting a new online system. Valeska, said the bank is switching software and it's not working right yet.

Maintenance Log: Hours down and more detail provided as was requested.

Violation reports:

Unit 152- Pet Waste

Will check with Heather to see if this was cleaned up or if waste is still outside co-owners door.. Heather should contact complainant to see if this issue has been resolved, if it hasn't been resolved then another violation notice should be sent.

Electronic Business: none

VI Old Business

Unit 55's drain issue, was brought to board's attention in 2006. Will be covered with engineering work to come.

VII New Business

A. Engineer for roads/standing water issues: Received a proposal from Design, have 2 others, Atwell Hicks and Washtenaw engineering. Matt motioned to approve Desine Inc. proposal with 6 soil borings, Deb seconded. Approved by Board. \$2000 retainer from capital will go out with signed contract.

Road bids: Brad suggested calling Desine for different patching materials and Matt will check with Alan's Asphalt for a bid on something other than cold patch.

B. Pittsfield Charter Township Inspection Notice- FYI Making sure no backflow into water. Board made note of it. Inspections were done earlier this week.

C. A&H Contracts: Would it be possible to get single contract for both snow and summer lawn (monthly payments). Will ask Heather if A&H will do so. Board is seeking an annual contract instead of seasonal ones. Also Heritage Lawn Care for bid among others. Tabling this contract until new bids.

D. Pool House Boiler Inspection from Insurance Company. Do we even have this in the pool? Address should be 1491 Heatherwood Lane. If above 120 gallons in the heating system or 200,000 BTU's needed to comply and also fix the address. Coordinate maintenance to follow up on the boiler situation. Valeska doesn't think we have one with that many BTU's, which means we will not have to take any action. If this is a problem we will have to contact our insurance company and make sure we have coverage.

E. Rental ordinance: Deb will post to website, alerting residents of new rules and remind people to fill in a lease agreement with the board as required by bylaws and state law.

F. Audit requests for documents and information: Valeska questioned what to do with Raymond James statements in regards to the books. Matt gave her information on how the data should be handled.

VIII. Adjournment at 7:56 p.m.

Next Scheduled Board Meeting — Thursday, April 17, 2008