

**Heatherwood Condominium Association**  
**October 18, 2007**

|   |  |  |
|---|--|--|
| <b>Board Members:</b><br>Terrie Fanelli, President<br>Anita McDermott, Vice-President<br>Deborah Wilson, Secretary<br>Matthew Swan, Treasurer<br>Bob Davis, Director-at-Large | <b>Ann Arbor Real Estate Company</b><br>Leroy Brooks, maintenance supervisor | <b>Co-Owners:</b><br><br>Minutes: Dianne Davis |
|---|--|--|

- I     **Call to Order:** The meeting was called to order at 7:03 P.M.  
Introduction of John Schoen from Raymond James.
- John presented information to the Board about possible ways to invest the money of the Heatherwood Association.
  - The types of CDs and Money Market Funds available through Raymond James were presented and discussed.
  - The By-Laws will allow purchase of Treasury Bills.
  - Raymond James is local. The money is always working once deposited. The default is the money market fund.
  - Duplicate statements can be provided.
- II     **Approval of Agenda:**  
Request made to add change of time of the Board meeting and purchase of tape recorder under New Business. Motion made to approve agenda as amended. Motion seconded. Agenda approved.
- III    **Co-Owner Concerns**  
**Unit 116 :** Request for permission to allow co-owners to have Garage Sale once or twice a year.
- Board discussed request.
  - Parking is the major problem. There is not enough parking available in the community.
  - The by-laws prohibit Garage Sales.
- Motion made to deny request. Motion seconded. Motion passed.**
- Unit 95:** Dog Complaints There have been multiple complaints about the dogs.
- The same unit has been fined for damage to the lawn.
  - The dogs have been witnessed off of the leash.
  - The attorney needs to be contacted regarding the possibly of evicting the tenants.
  - The temperament test has never been received.
  - Heather needs to inform the owner about possible eviction.
- Unit 131:** Pet Waste Co-owners have agreed to move the pet waste container into the garage.
- Unit 98:** Co-owner claims that mulching along the building is causing wood rot. Board will address on site to determine if it is rotting.
- IV     **Approval of Minutes**

Motion made to approve minutes after changing Brian to Brandon. Motion seconded. Minutes of August 16, 2006 meeting approved.

## V Reports

**Legal Reports:** Board discussed the possible liens and looked at the records of the co-owners that are behind in their association fees.

The Board wants to know if when a lawsuit is filed the association can recover the fees.

**Motion made to file a lawsuit on Unit 96 in Washtenaw County Circuit Court.**

**Motion seconded. Motion passed.**

Action will not be taken on Unit 133 and Unit 157 at this time.

### **Officer Reports:**

- The treasurer talked to the auditor today. The audit should be complete next week. The auditor says that a \$500 payment was not made for the taxes.
- Board discussed investing assets. The treasurer will try to get someone from Schwab and someone from TIAA/CREF to present in November.
- Before signing with anyone, the legal paperwork needs to be examined.
- The check register has been added to the board packet so that the Board can see what money is going out on a monthly basis.
- Board discussed maintenance costs.

### **Committee Report**

**Landscape Committee:** No report.

### **Management Report:**

#### **Financial:**

- Board examined the operating statement including the update of the CDs.
- Board needs clarification on what contracts are for what.
- The Board would like to know what is included in individual items on the list.

#### **Maintenance Log:**

- The Board wants the maintenance log in chronological order.
- The Board wants to know where the work is done and the location of where the work is done should be in a separate column.
- The work orders in the ledger need to include the month.
- The Board wants Heather to bring the Michigan Maintenance billing to the meeting in addition to the ledger.

#### **Violation reports:**

Discussed under co-owner concerns

## VI Old Business

### **Mulch**

The mulch is not being washed away.

## VII New Business

**Drainage Proposals:** Motion made to table the proposal. Motion seconded. Motion passed.

**C & Q Painting** – Is willing to do the Garage Trim for \$15.00 per garage to be paid for by the co-owner.

**Snow removal Contract:**

Motion made to table until it is clarified if the Board has already signed a two-year contract for snow removal.

**Pond Pump:** Board wants more information before action is taken. Action tabled.

**Roofs Buildings 4 & 5:**

- Action tabled.
- Building #6 and building #17 have the problem with water coming down the outside wall.
- The Board wants someone to evaluate the condition of roofs. Roofing Technology Associates of Livonia, Michigan will be contacted and Anita will contact someone in Dexter as well.

**Budget:** Board examined the proposed budget.

- **Item 5270:** need to add \$1800 for purchase of pump.
- **Lawn mowing** is budgeted for \$22,500. Cut item to \$21,000.
- **The Board is seeking additional proposals for lawn care and snow removal**
- **Item 5210:** Edging and trim is already done so the \$8500 should be removed.
- The treasurer will look into changing the power provider for the Association.
- **Motion made to do a 3 hour trash pick up once a week on a trial basis for 6 months. Motion seconded. Motion passed.**
- The treasurer feels that we can get \$9000.00 more through investment of assets.
- **Motion made to table action on budget. Motion seconded. Motion passed.**

**Change time of meeting:** Motion made to change meeting time to 6:00 based on availability of meeting space and availability of Heather. Motion seconded. Motion passed.

**Tape Recorder Purchase:** Board discussed the need for a tape recorder. Board decided not to purchase a recorder.

VIII **Adjournment at 9:30.**

**Next Scheduled Board Meeting — November 15, 2007**