

**Pittsfield Village Condominium Association  
Board of Directors Meeting  
Thursday, June 26, 2014**

**MINUTES**

**Pittsfield Village Board Members Present:**

Aaron Pressel  
Zach Bloomfield  
Sarah Deflon  
Kat Irvin  
Frank Lotfian

**Board Members Absent:**

**Kramer-Triad Management Group:** Terri Leirstein, Jeff Gourlie, and Colin Breed.

**Co-op Board Present:** Brian Rice, Betsy Hunsche and Lisa Lemble.

**Committee Chairs / Members Present**

Darleen Boynton  
Gwen Gilbert

**Co-owners present:**

- Anna and Joe Topzewski, 3505 Edgewood, roof issue. Having repeated roof leaks. Looking for a permanent resolution. Terri and Colin will come up with a plan of action by July 3<sup>rd</sup> and obtain a proposal from a professional roofer for additional repair.
- Judy Tomer approached the Board with concerns she had with comments made at the annual meeting this year.

**CALL TO ORDER:** 6:37 pm by Aaron Pressel

**APPROVAL OF MINUTES FROM APRIL**

- Motion to approve the minutes as presented made by Frank, seconded by Sarah. Motion carries.

**AGENDA APPROVAL:**

- Motion to approve as presented made by Frank, seconded by Zach. Motion carries.

**COOPERATIVE BUSINESS UPDATE**

- 23 units left in the Cooperative
- All owners have made been in contact and there is a plan for conversion for most of them.

- Our attorney has been in contact with NCB regarding their units.
- Cooperative board has been meeting regularly to discuss options for offering options to owners that cannot obtain financing to convert. (9 units)
- The bridge loan balance has gone down quite a bit in the last 6 weeks and has a balance of around \$450,000.

**COMMITTEE REPORTS**

**COMMUNICATION COMMITTEE**

- Committee met on June 24<sup>th</sup>.
- Pool party being planned July 26<sup>th</sup>.

- Advertising in the Ann Arbor Observer City Guide and the Ann Arbor Chronicle
- National Night Out. August 5<sup>th</sup>
- Kelsey King, Chair of committee has stepped down, as she is moving out of the state.
- Soliciting board members and committee chairs to contribute to the newsletter.
- Kliza Design contract for newsletter design is up for renewal. Motion to approve contract made by Kat Irvin, Frank seconded. Motion carries.
- Meetings will now be held quarterly.
- Kat wants to try to drum up committee participation at the pool party. She and Terri will put together their thoughts.
- Discuss how to improve next year's annual meeting.

#### **LANDSCAPE COMMITTEE-report on file**

- Previous requests for April and May were reviewed and determined to be complete or still need attention.
- Landscape site walk was June 1<sup>st</sup>.
- Planter box garden specifications – the committee plans to create a draft spec.
- Future topic: portable fire pits
- Boxwoods – Many did not survive the winter. Committee is asking for the leftover budget money from the last fiscal year to be used toward planting replacement where dead boxwoods are removed. Aaron asked that the committee bring forth a proposal to the board. Terri will get a bid from Les for the removal only, as well as ideas for replacement.

#### **MODIFICATIONS AND MAINTENANCE COMMITTEE-report and minutes on file**

- Ellen Johnson is the new chair.
- Fire pits: committee recommends that they not be permitted.
- Satellite dish requests were submitted.
- Picnic benches were inspected and repaired as needed. Most should be stained and sealed.
- Lighting in the playground areas: future agenda item

- 1<sup>st</sup> Tuesday of the month is the new meeting day
- Painting: Mastercraft behind schedule due to weather. Will be on site to start June 30<sup>th</sup>.

#### **FINANCE COMMITTEE-report and minutes on file**

- MOB balance is over the insured limit. Money will be transferred into a new account very soon.
- Audit proposals need to be approved. Motion to accept Shultz's audit proposals made by Zach, seconded by Kat. Motion carried.

#### **BOARD-APPROVED MOTIONS THROUGH EMAIL**

- A/C replacement was approved and work has been completed.
- Co-op board approved legal notices be sent to non-respondents.

#### **PLANNING SESSION**

- Newsletter
- Tennis courts
- Park benches and park lighting
- Committee structure, member recruitment and committee effectiveness
- Residency Rules

#### **MEMBER REQUESTS**

- 2234 PF – Aaron suggested that the attorney handle this situation with a letter.

#### **MANAGER REPORT – report on file**

#### **CONTINUING BUSINESS**

- Roofing Project. RTA's report stated that the roof structures are capable of supporting the additional weight from recovering the existing roofing material (adding plywood)vs. removing and replacing all. Cost savings in excess of \$400,000.

#### **NEW BUSINESS**

- Comcast renewal: defer

**ADJOURN TO EXECUTIVE SESSION— 7:55 pm**

**EXECUTIVE SESSION**

Respectfully submitted by Tracy L. Vincent

**NEXT BOARD MEETING:** July 24, 2014