

**Pittsfield Village Condominium Association  
Board of Directors Meeting  
Wednesday, June 22, 2016**

## MINUTES

**Pittsfield Village Board Members Present:** Aaron Pressel, Lara Cooper, John Sprentall, Cindy Samoray.

**Board Members Absent:** Sarah Deflon

**Associa / Kramer-Triad Management Group:**  
Jeff Gourlie, Thayer Moran, Tracy Vincent, Colin Breed

**Committee Chairs / Members Present:**

Jessica Lehr re: spray applications in the community now and in the future. Jessica is willing to do the research on spray pesticides and fertilizer. Recognizing health concerns, the environment, and finally the issue of aesthetics. If there is an application to ever happen again, there must be communication to the community. Aaron said that Jessica will receive an official response from the Board from her email communication. Lara will draft the official response.

**CALL TO ORDER:** 6:34 pm by Aaron Pressel

**APPROVAL OF MINUTES** from April  
Motion to approve as submitted was made by Lara, seconded by Cindy. John abstained as he was not in attendance. Motion carries.

**AGENDA APPROVAL**

Change meeting night – continuing business  
City Guide Ad – New business  
Paint issue to M&M  
Motion to accept amended agenda was made by Cindy, seconded by Lara. Motion carries.

<b>COMMITTEE REPORTS</b>
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**LANDSCAPE COMMITTEE** – May and June minutes on file included:

- 2627 PF, 2646, 3521, and 3523 massive growth of ground ivy. This is extensive project and may need funds from elsewhere.
- Flower giveaway was discussed.

- Over \$4,000 of plant materials were approved.
- Feedback from the recent Trugreen application.
- Buckthorn behind building on Richard. Extensive discussion on this issue. Tabled for further research.
- We should have a better tracking system. All of our forms should be online, or we should have tracking software. KT staff will look into this.
- Newsletter: 2 new sections: “decisions from the board” and “committee updates”. This would be a great communication tool for the community.
- Important notices should be mailed, not e-mailed. Not everyone gets email. Staff needs a clear protocol guideline on communication. Roofing, painting, meetings, etc. more attempts should, however, be made to collect as many emails as possible. Thayer mentioned VOLO Village for automated messages and Tracy mentioned sandwich boards.

- Lara will be the board liaison for the Landscape committee.

### **MAINTENANCE AND MODIFICATION** – May and June minutes on file

- Ellen focused on the highlights from the last couple of meetings.
- Aaron mentioned that although trash enclosures work fine, there should be other options, such as natural barriers; i.e.: a hedge or shrub.
- 2304 PF concern with paint on building. Jeff recapped the issue from start (purchase of the unit) to current status. Jeff proposed that the owner's attorney meet with Mastercraft's attorney. The owner would like the Association to sign a hold harmless agreement and absorb costs incurred for further testing. At this point we need to get an expert opinion and have the attorney respond. Mastercraft will not start the project for all of the buildings until this is resolved. We need to get in front of this and be prepared in case the issue comes up in the future.
- Fowlerville Fence proposal: Motion made by Cindy to accept. John seconded. Motion carries.
- DCAM concrete proposal: Lara motioned to accept. Cindy seconded. Motion carries.

### **BOARD-APPROVED MOTIONS THROUGH EMAIL** – none

### **MEMBER REQUESTS**

- Request for pool party: we want a signed indemnity agreement first. We need a pool rental policy. Motion to approve motioned by John if they sign off on liability, seconded by Lara. Motion carries.
- 2346 FW: wants new siding. However, this building is slated to be painted this year. A response letter will be sent.
- Trash collection timing dispute. M&M will look at the policy, if any. Staff to

respond to complainer and alleged violator.

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

- Manager Candidate discussion: a training manual should be created. One candidate has been chosen out of many for consideration.

### **CONTINUING BUSINESS**

- Reserve study under way
- Budget mailing approved. Should have been sent out by KT long before now.

### **NEW BUSINESS**

- Last Wednesday of the month. Change of Board meeting. Tracy will contact Sarah.
- Financial review – Independent Auditor's report. We should publish this on the website and put an article in the newsletter.
- Trugreen application / Board response: Aaron suggested that the landscape committee draft their preferred response for the Board to approve. We should acknowledge that this did not go as planned. The board will support the committee on this; however, the urgency has dissipated. We will reconvene the discussion on future applications. The fall application should occur simultaneously with a community survey. John did not agree. If we did do a survey, what would we do with the results? Ellen Johnson should be present during discussions on surveys.
  - A special meeting should be set to further discuss this.
  - We should seek feedback from the community.
- Marketing:
  - Chamber of Commerce- motion to approve the ¼ page ad at \$575 made by Lara, seconded by Cindy. Motion carries.
  - Ann Arbor Observer City Guide- motion to approve the ¼ page ad

at \$721+\$175 made by Lara, seconded by John. Motion carries.

- Tracy to find out more about additional advertising in the Observer
- Superior Mow and snow's renewal contract was approved. Motion made by John and seconded by Lara. Motion carries.

**ADJOURN TO EXECUTIVE SESSION—9:22 pm**

**EXECUTIVE SESSION**

**NEXT BOARD MEETING:** July 27, 2016

Respectfully submitted by Tracy L. Vincent