

**Board of Directors Meeting
Wednesday, June 26, 2019**

MINUTES

Pittsfield Village Board Present: Ellen Johnson, Kat Irvin, John Sprentall, Jessica Lehr, Leif Millar
Pittsfield Village Board Absent:

Associa / Kramer-Triad Present: Kendra Zunich, Tracy Vincent, Colin Breed.
Committee Chairs / Members Present: Brian Rice – Landscape
Committee Chair Absent: Lisa Lemble – M&M

MEMBER REQUESTS/CO-OWNER FORUM:

Lauri Mallonen came to report good news. Last summer/fall he complained about neighbors feeding skunks. No skunks have been seen lately and he is pleased. He asked if feeding animals would become a rule. Ellen confirmed that there is something in the new set of rules, yet they have not been distributed this year.

Rashid and Martha Laatsch-- 2335 Fernwood attended to discuss their drainage issue. We will move this issue up from New Business. Their basement wall is bulging. There is a lot of standing water in this area. Superior submitted a proposal to remedy this and other similar issues. Kat suggested getting another proposal for comparison with Superior's bid and look at all of the problem areas. Kendra will get another one or two drainage remedy proposals from other landscape companies. Motion to approve Superior's proposal was made by John and seconded by Jessica. No need to get a second bid for this particular address. Will do so with future projects of this sort.

CALL TO ORDER: 6:28 pm by Ellen Johnson.

AGENDA APPROVAL

Motion to approve agenda with drainage proposal moved up to discuss with co-owners present as well as adding an Announcement of event.

Motion to accept amended agenda was seconded by John and was unanimously approved as amended.

APPROVAL OF MINUTES from April 2019

Specify that no other vote happened pertaining to the Milkweed policy. Motion to approve as edited was made by John and seconded by Jessica. Motion carries.

COMMITTEE REPORTS

Landscape Committee – Minutes on file

Several requests were reviewed.

Buckthorns that have been transplanted. This issue will be discussed further at the July committee meeting.

One resignation from committee. Are "exit" interviews performed? Perhaps management should reach out when a co-owner resigns.

M&M Committee – Minutes on file.

Lisa Lemble is the new chair. Heather will sit in for her at board meetings but was unable to attend tonight.

Cart enclosures discussions still ongoing

Playground renovations discussions still ongoing
Decks – some are in really bad shape – let's get a legal opinion on enforcing required maintenance.

APPROVED MOTIONS THOROUGH EMAIL – none

KRAMER-TRIAD REPORT

MANAGER REPORT - submitted and reviewed.

16 sales this year

Deck staining went surprisingly well with only a few complaints received on the FB page. Much better than work last year.

FINANCIAL REPORTS

First month of fiscal year reported.

Shrub and bed care payment was paid in June rather than in May.

Reserve study retainer paid.

Due to/From statement of policy explained. There is \$25,970.01 due to the Village reserve. Option to pay due to/due from balance to reserve or Board can vote to write off due to/due from balance. Kendra explained. Leif made a motion to transfer \$25,970.01 from the operating account to BOAA reserve account right away. Jessica seconded. Motion carries. Amended: pay this amount back to reserves once the July assessments are posted.

CONTINUING BUSINESS

Resident Rules: there should be no grandfathering. This sets us up for further non-compliant behaviors. Everyone will be informed of the updated rules. Several options will be made available.

City of A2 Snow agreement: Kendra has reached out for the next snow season 19-20.

FHA Approval process: this is tabled to be included in a bylaw amendment. Kendra will type up the bylaw wish list and have it on the agenda for the next meeting

Long Term Planning/Reserve Study To-Dos

Put this on July agendas (including committees)

The board needs to meet again – planning and to-dos before the reserve study update is scheduled. August 9th at 1:30 pm next session.

NEW BUSINESS

Risk Management Report

Overview – Philadelphia reached out stating that they'd be on site for a random site inspection. All items marked "critical" (we have two) needs an action plan.

Playground

Circuit breakers / wiring

Action Plan Options created by Thayer and Kendra / KT. We do need a legal opinion on this.

Who is responsible for paying for this upgrade to the wiring?

"Cloth-covered" – needs a distinction

Do all units need to be inspected?

Kendra will submit a response to the insurance company and reach out to the attorney for his response.

MOB FDIC Coverage

MOB accounts over the FDIC insurable limit of \$250,000k.

Kendra proposes to open new MM account with Union Bank/ transfer funds to avoid this.

Additionally, several small balance accounts can be consolidated into main reserve account with bank of Ann Arbor. (1302-BOAA-MMS Reserve 0674 (Main Reserve Account): 1316-PPB-Future Reserve 0658, 1320- Flagstar MMS Reserve 1070, 1326- Union Bank MM #3805, 1340- University Bank- Rsv 1611, totaling \$40,745.32 as of 6.26.2019.)

Motion by Kat to open an account and combine the highlighted accounts & open new Union Bank MM account, transfer \$100,000 from 1328-MOB-Land Contract Pmt Rsv 5591 account (unless a higher rate is found) John seconded. All in favor.

Do Not Plant List Enforcement

Queries came up at committee level because of concerns of costs of removal of plants they do have that are on this list. What if they did not plant them? What is the protocol if they have planted something without prior approval and now must remove –and to who's cost?

We must be very clear in our distinctions. Kat will work on this enforcement document with John initially and get a draft /outline to the Board next month.

Drainage Proposals – Superior's proposal was approved.

Administrative Calendar Review

add "last updated" date to the document

add preliminary budget discussions to August committee agendas

add committee budget numbers to board in November

add budget meeting in February

Marketing

UofM Football Program – not necessary

City Guide – need a new photo, but yes, we will renew. Motion by Jessica to renew the ad with the city guide, not to exceed budgeted amount. Leif seconded. Motion carries.

Event at Calvary

Estate planning event/presentation will be advertised in the July newsletter.

ADJOURN TO EXECUTIVE SESSION — 8:28 pm

NEXT BOARD MEETING: July 31, 2019

Respectfully submitted by Tracy L. Vincent