



**Board of Directors Meeting
Wednesday, January 22, 2020**

MINUTES

Pittsfield Village Board of Directors Present: Ellen Johnson, John Sprentall, Jessica Lehr, Kat Irvin
Board of Director(s) Absent: Leif Millar

Committee Chair Present: Brian Rice – Landscape
Committee Chair Absent: Lisa Lemble – M&M

Associa / Kramer-Triad Management Present: Kendra Zurich, Colin Breed, Tracy Vincent

MEMBER REQUESTS/CO-OWNER FORUM -- none

CALL TO ORDER - Ellen Johnson called the meeting to order at 6:30 pm.

AGENDA APPROVAL

Motion to approve as presented was made by John, seconded by Jessica.

APPROVAL OF PRIOR BOARD MEETING MINUTES

Under landscape committee: change leading to leasing

Under continuing business: governing docs – small edit

Under new business: RTA 3rd line- gutter installation- clarify “2016 roofs” (gutters will be caught up to roofing schedule) format more clear

Motion to accept as amended was made by John and seconded by Jessica.

COMMITTEE REPORTS

Landscape Committee

Tabled all requests to March

Cancelled January meeting and may cancel February’s meeting as well.

Kat questioned the pine trees between Parkwood and Washtenaw

Linda Turbin resigned from the committee

M&M Committee – minutes on file

One comment on the minutes presented (The board is planning a new reserve study)

APPROVED MOTIONS THROUGH EMAIL

Insurance proposal from McCredie GNY approved.

Motion to ratify this motion was made by Jessica and seconded by John. Motion passes. We should notify the community.

KRAMER-TRIAD REPORT

Manager’s Report

Sales report given. Prices are dropping.

Work orders have slowed down with the season

Concrete project will commence in the spring.



Financial Report

December numbers are over budget but nothing unexpected.
Kendra will send the financial statements once reclasses are done.
Kendra reminded the Board to utilize Town Square whenever possible

CONTINUING BUSINESS

Resident Rules

Ellen sent these to all board members to look at content and format. Discussion
Jessica indicated that in the interest of full transparency, Pittsfield should welcome community input on our updated and revised Rules and Regulations. Shall we hold a meeting? Newsletter announcement? It was agreed to put a blurb in the newsletter and send a mailing.
We will send out a memo and draft rules to the community on 1-31-20. Give folks some time to respond and provide feedback, as we want them to become effective April 1st.
Ellen will draft text for newsletter on Rules presentation and send it to the office.
All policies and forms will be added.

Governing Documents Amendment Wish List

Waiting on a price from the attorney on the price of amending the documents. Kendra will have this information by the Budget Meeting

Trash Can Enclosure specs

End unit requirements added. Specs were consolidated onto one page. Alternate designs?
Discussion. Colin will make some prefab and get a price to the board. Tabled.

Deck Power Washing

3 bids obtained (Supreme Deck. U&S. Deck Detail)
We should attempt to go back to Supreme Deck and ask them to include competitive add-ons (indicating rotted boards, notifying owners and mgmt. of issues, etc.) Kendra will follow up with Supreme and send an email to the Board for a board vote.

Risk Mgmt Report

Colin Breed: 21 panels were documented – 6 were new. 15 original
New meters modern meter cans: there were 125 new ones
Colin will double down on taking pictures of what he's inspecting. Inspections will be ongoing for at least another month.
We met with the City of A2 inspector. Kendra recapped that meeting. The inspector did not agree that there were issues with our panels.
We will make smoke detectors mandatory in each unit. We will add this to the new resident rules.
John made a motion that co-owner have a minimum of 2 smoke detectors in their unit, and if it's a rental unit, they must follow inspection requirements. Jessica seconded. Motion passes.
Kendra will draft a letter regarding the status of insurance, etc. Board to review.

Fiscal Year 2020-2021 Budget discussion

Budget Meeting: February 11th at 6:30pm.



NEW BUSINESS

Annual Meeting – May 11th

2020 Annual Operations Calendar—FYI

Approve all over email:

- Trugreen Lawn Application
- Superior Mow and Snow
- Mastercraft
- Myler

Gainsley

Upgrading service cable and meter at 3442-3440. Association is responsible for the drop. Proposal is for \$1,975.00. The Association must do this in order for the co-owner to be able to have their work done. Motion to accept Gainsley's proposal was made by Jessica and seconded by John. Motion passes.

2328 FW solar roof – TABLE – board to review online

Individual Unit Security System Rules and Regs -- TABLE

ADJOURN TO EXECUTIVE SESSION

Ellen Johnson adjourned to executive session at 8:24 pm.

NEXT BOARD MEETING: Wednesday, February 19, 2020

Respectfully submitted by Tracy Vincent.