



**Board of Directors Meeting**  
**~~Via GoTo Webinar~~**  
**Wednesday, April 29, 2020**  
**6:00 pm**

## **MINUTES**

### **Pittsfield Village Board of Directors Present:**

Ellen Johnson, John Sprentall, Jessica Lehr, Kat Irvin, Leif Millar

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

**Associa / Kramer-Triad Management Present:** Kendra Zunich, Dave Walke, Thayer Moran, Tracy Vincent

**MEMBER REQUESTS/CO-OWNER FORUM** – At the time of the open forum, Kendra indicated there were six (6) residents in virtual attendance. Kendra explained how to submit a question, comment or concern via chat box for the Board to address.

1. Cindy Samoray
  - a. Wondered if there is video, or just audio. Kendra confirmed you need to log into the app to view the presentation.
2. Kathleen Strnad
  - a. Will landscapers be wearing masks? Yes, they are required to be provided masks by the Governor's executive order. If they are not near a unit, or doing physical activity, they may not be wearing a mask.
  - b. Inquired about the flower giveaway. Kendra confirmed this will be discussed on the agenda.
3. Doug Peterson
  - a. Statement made regarding trapping of a skunk, there is an entire thread on Facebook regarding the manner. Kendra confirmed that we have communicated information in newsletters on what resources are available for these.
  - b. Wondering about landscape committee meetings + on-going lawn issue behind building. The committee is meeting virtually and will discuss in the future. Item is low priority since landscape crews were unable to work, etc.
4. Laura Zeitlin
  - a. What is the PV culture and standards on noise, kids, in the common areas? Co-owner reminded that a complaint form can be submitted.

**CALL TO ORDER** - Ellen Johnson called the meeting to order at 6:33 pm.

### **AGENDA APPROVAL**

Jessica suggested the pool opening be put on the regular agenda. Motion to approve as amended was made by John and seconded by Leif. Motion passes.

### **APPROVAL OF PRIOR BOARD MEETING MINUTES**

Under approval of prior board minutes: 2<sup>nd</sup> sentence: exchange language that ANY (and remove "new") rules... (replace "THE" and remove "new" rules).



Changing Fiscal year: make a New Business Item and remove from bylaw wish list. Motion to approve as amended was made by Jessica and seconded by John. Motion passes.

## **COMMITTEE REPORTS**

### **Landscape Committee**

Brian spoke to Doug Peterson's question regarding on-going lawn issues mowers have not been able to get behind there in the past. Les was going to look at that area in the spring and has not been able to due to COVID-19 restrictions, etc. Virtual committee meeting was held on April 14. Three (3) routine requests were reviewed by committee. Katie Derosier rejoined the committee after taking a leave.

### **M&M Committee –**

Committee did not meet in April but reviewed a request via email. Committee will be meeting virtually in May.

## **APPROVED MOTIONS THROUGH EMAIL**

### **Michigan Step Forward Program**

MSFP was implemented from federal dollars in 2008. A homeowner facing financial hardship can apply for assistance. The Association must be a registered participant in the program for a homeowner to qualify for this resource. Zelmanski's office is working on registration process. A motion to ratify this approved motion as approved via email was made by Jessica and seconded by John. Motion passes.

## **KRAMER-TRIAD REPORT**

### **1. Manager's Report –**

- a. Three (3) sales since March 20, 2020.
- b. Work orders had been picking up pre-Stay Home, Stay Safe order.
- c. Kendra spoke with RTA/Citi Roofing and MasterCraft this week and received updates on scheduling. Official timeline is still TBD. Concrete is scheduled to begin on May 4. Residents have been notified.

### **2. Financial Report- March 2020 summary**

- a. FY 19/20 Due to/Due- Jessica motioned to transfer \$3,645.01 from BOAA-MMS Reserve 0674 to MOB-Checking 9751. John seconded. Motion passes.
- b. CD Maturity - PPB has the highest interest currently (0.75%). There are two (2) CDs that are maturing in May (PPB 2995 CD & PPC CD #3019). These are the Association's only CDs. Discussion. Leif motioned to allow the funds in both CDs to automatically roll over. John seconded. Motion passes.

## **CONTINUING BUSINESS**

### **1. Resident Rules**

No update from Ellen.

### **2. Governing Documents Amendment Wishlist**

Tabled/no update

### **3. Trash Can Enclosure Specification**

Tabled/no update

### **4. Risk Management Report**

Colin Breed provided details of his feasibility study before he retired. Kendra will finalize a report and get it to the Board week of May 4, 2020.



## **NEW BUSINESS**

### **1. 2328 Fernwood- Solar Roof + Powerwall Modification Request–**

Request is currently only a concept. Lisa Lemble would like solar roofing to be a consideration in the future. Discussion. Engineering study is needed. There are legal aspects involved. These details need to be discussed further with the Association's legal counsel. Lisa is asking this initial concept to be approved. Jessica suggested the Board finds the engineer at the co-owner's cost. Parts of this concept need to be further explored. Leif moved that the Board find and hire the engineer, and the co-owner pays the cost for the engineer, so we can move forward when more information is available from Tesla. Engineer would be paid for by the co-owner. Jessica seconded. John voted no. Motion carries.

### **2. Individual Security Systems Rules & Regulations**

Kendra sent a template of a policy from another Association. Jessica is not in favor of allowing security camera installation without prior Board approval (edit first sentence in proposed policy). Other changes suggested. Send additional edits to Kendra via email & copy Ellen. Further discussion at May meeting.

### **3. Supreme Deck Proposal 2021-2023**

Motion to accept proposal as presented was made by Jessica and seconded by Leif. Motion carries.

### **4. Michigan Step Forward Program**

(Update) – see approved motions through email.

### **5. Events**

#### **a. Annual Meeting**

- i. Kendra explained options for the Association to hold an Online/Virtual Options. Pre-recorded. Absentee ballots. Annual meeting originally scheduled to be held on May 13, 2020 is postponed. MI Condo Act allows the Association to hold meeting with 90 days of originally scheduled meeting. Further discussion at May meeting.

#### **b. Flower Giveaway**

- i. KT does not recommend the Association holds any large gatherings soon. If the Board considers a delivery option, it would limit the plant selection. Discussion. Pinter's needs at least 2 weeks lead time for our flower order. John is not in favor of delivering flowers to each unit. We could hold the giveaway in 3 different common areas in the community? We could distribute vouchers to co-owners? Jessica votes for delivery. No choice of flower for recipients. Kat is fine with open area distributions or delivery. John suggested we scrap the spring giveaway and make a fall bulb giveaway instead. There is a better chance we can hold an event. All agree this is a brilliant idea! All in favor. Management will communicate this resident.

#### **c. Pool opening**

- i. Pristine Pool cannot work under current Stay Home, Stay Safe executive order. The Board can wait and see OR not open this summer at all. Pool attendants are lined up and ready to go. Extra sanitizing efforts would have to be made. Board agrees to wait and see. Limiting how many can be in the pool area at once is something we may have to consider.

## **ADJOURN TO EXECUTIVE SESSION**

Ellen Johnson adjourned to executive session at 8:50 pm.

**NEXT BOARD MEETING:** Wednesday, May 27, 2020