



Board of Directors Meeting
~~Via GoTo Webinar~~
Wednesday, July 29, 2020
6:15 pm

MINUTES

Pittsfield Village Board of Directors Present:

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

Committee Chairs Present: Brian Rice – Landscape

Committee Chairs Absent: Lisa Lemble- Maintenance & Modification

Associa / Kramer-Triad Management Present: Kendra Zunich, Dave Walke, Jeff Lee, Tracy Vincent

Co-Owners Present: Laura Decicco attending with no issues to bring to the Board

MEMBER REQUESTS/CO-OWNER FORUM

Doug Peterson joined the call at 6:41pm -Please initiate a window replacement program. Jessica confirmed that this is on a long-term planning project. The roofs have taken priority. Windows are not a budget item, but funds are allocated down the road, hopefully for windows and doors. The Association may consider taking out a loan to accomplish this. We have only just put the electrical issue to bed in the last month, and that was a potential major project. We continued to make repairs as needed, we just cannot consider the huge replacement project at this time.

CALL TO ORDER - Ellen Johnson called the meeting to order at 6:17 pm.

AGENDA APPROVAL

Motion to approve agenda as presented was made by Kat Irvin, seconded by Jessica Lehr. Motion carries.

APPROVAL OF JUNE BOARD MEETING MINUTES

Under Member Requests: change boards to board. Approved motions through email: Jessica asked about the ratified votes and how they show up in approved posted minutes. Kendra explained that the details can be posted within the minutes along with the motion to ratify. Motion to approve as corrected was made by Jessica and seconded by Leif. Motion carries.

Committee Reports

Landscape Committee - Brian Rice, Chairperson

several routine requests were reviewed by committee.

Budget money was reallocated to be used toward buckthorn management.

Fall bulb giveaway discussion.

Replacement budget is down from \$9,000 to under \$2,000 for the year

Kat asked about trees that fail. Brian confirmed that new plantings get watered and are marked with green paint as an identifier.



Can volunteer trees be transplanted to the nursery?

Minutes on file

Modification & Maintenance - Lisa Lemble, Chairperson

Minutes on file

Several requests were reviewed. One was denied (pavers in place of deck that was removed).

A walk-around done by committee since the last meeting. Noting changes needed in playground areas. Lisa planted the idea of prairie grass/plants in these areas rather than sod. Future discussions will be had.

Lee's handrail was installed. It is very nice. John suggested that this be made the standard specification for the community.

Approved Motions through Email – none this month

Kramer-Triad Report

Manager's Report

Sales: \$141,000 for a 1 bedroom on Carolyn. Still a few units on the market

Recap of notices sent by the office, including a few violation letters, maintenance bill-backs, and work orders.

Contract/project updates: painting and landscaping – details in full report.

Financial Report- June 2020

Under budget for the month and under budget YTD. The bulk of that is because of water bill payment timing.

Payroll under budget primarily due to the pandemic.

Continuing Business

Resident Rules – no update

Governing Documents Amendment Wishlist – tabled

Individual Security Systems Rules & Regulations – no feedback since last month's discussion. Jessica wanted to make sure the issue of audio is as important as video. John thinks we should discuss this at the annual meeting. Perhaps a policy at this point is not necessary. Since there is no urgency at this time, we will not pursue the matter at this time. Discussion.

Annual Meeting – KT has a support team being trained on holding virtual meetings. The timeline takes us to the end of September. How are we able to document the bylaw requirements? Kendra explained what we have heard from senior management and legal counsel. Reasonable attempts have been made to satisfy the requirements via pursuing online voting and holding the virtual meeting. John questioned "nominations from the floor". Can this be done during a virtual meeting? Kendra will check the documents on whether you have to have them or not. It may be at the board's discretion. Bios received would be sent out with the notice to the community, likely in the reminder notice. The details of the mailing need to be discussed early next month to be included. Kendra will add this to the committee meeting agendas for August. Financial details (why fees went up) along with long term plans. First mailing is the basic notice of meeting date. The second mailing will include reports from board and committees. A date must be chosen, and the contract signed. September 28 is plan "A" and September 30 as plan "B" and October 5 being plan "C". Kendra will send the notice template and



nomination profile forms to the board for review. Ellen will complete the online voting agreement and bring it to the office tomorrow, 7-30-20 or email it directly to Kendra.

Private Property

Open Green Space signage – “private property” and “no trespassing”. How about “pets must be on leash”? or “please pick up after your pets”. Kendra can get a price from Fast Signs for 1-5 signs.

Community Building Parking Lot

Signage – parking along Pittsfield in front of the office. The city will not prohibit parking in front of the office building.

Security cameras – All Star alarms will give us a quote on additional cameras. One is also malfunctioning.

Greater New York Insurance Recommendation – playground signage. Are the signs necessary if we get rid of the play equipment and wood surrounds? Kendra will include the cost in her follow-up report.

New Business

City of Ann Arbor Snow Removal Agreement

Kendra has reached out to Paul Matthew to get the ball rolling on this.

ADJOURN TO EXECUTIVE SESSION

Ellen Johnson adjourned to executive session at 8:52pm.

NEXT BOARD MEETING: Wednesday, August 26, 2020.

Respectfully submitted by Tracy Vincent.