

**Woodlands South Condominium Association
Minutes of the Board of Directors Regular Meeting**

**Wednesday, February 16, 2011
Northville Township Hall – Downstairs Meeting Room**

1. President Dawn Dekker called the meeting to order at 1:00 p.m. Members present: Dawn Dekker, David Pitcock, Bob Lipmyer, and Michael Parkinson. Member(s) absent: Phil Katz. Others present: Management representative Helene Haratsaris, two non-co-owner visitors.
2. Approval of Agenda: Bob Lipmyer moved, Michael Parkinson seconded, to accept the agenda as amended, being addition of items 8.8 Roof Raking and 8.9 Street Sweeping. Motion passed, four in favor, one absent.
3. Co-owner Comments- None.
4. Approval of Minutes: Bob Lipmyer moved, Michael Parkinson seconded, to approve the January 19, 2011 regular meeting minutes as presented. Motion passed, four in favor, one absent. Bob Lipmyer moved, David Pitcock seconded, to approve the January 19, 2011 Executive meeting minutes as presented. Motion passed, four in favor, one absent.
5. Financial Report – There were no questions regarding management’s financial report. Treasurer Lipmyer presented the treasurer’s report including 2011 January Summary, 2011 January Expenses of Interest, and 2011 January Building Maintenance (attached).
6. Management Report was reviewed.
7. Unfinished Business- Management to advise co-owner(s) of the tabled modifications status:
 - 7.1. Mod Request – Unit 81 Re: Attic Insulation (tabled)
 - 7.2. Mod Request – Unit 33 Re: Attic Insulation (tabled)
 - 7.3. Mod Request – Unit 48 Re: Roof heating Wire Roof Gutters (tabled)
 - 7.4. Mod Request – Unit 74 Re: Attic Insulation (tabled)
 - 7.5. Modification Request – Unit 31 Re: Landscaping (tabled)
 - 7.6. Modification Request – Unit 32 Re: Landscaping (tabled)
 - 7.7. Modification Request – Unit 128 Re: Landscaping (tabled)
 - 7.8. Landscape Policy (tabled)
 - 7.9. Greenlawn Proposal 16738 (tabled to spring 2011)
 - 7.10. Water Invoice –Township removes the meter and does a performance review test to determine accuracy. A Board representative must be present during the testing.
 - 7.11. Modification Request – Unit 120 Re: Enclosed Porch – Bob Lipmyer moved, David Pitcock seconded, to accept the deck enclosure modification dated 02/04/2011 as proposed. Motion passed, four in favor, one absent.
 - 7.12. Modification Request – Unit 106 Re: Gate on Deck – Modification request is not within the Rules & Regulations Guidelines or Condominium Documents. There was no support to change either, with modification denied as presented.
8. **New Business**
 - 8.1. Asphalt Seal Coat Proposals- David Pitcock moved, Bob Lipmyer seconded, to accept the T&M Asphalt seal coat and crack fill proposals at a cost of \$18,974.00, to be paid out of operating expenses. Motion passed, four in favor, one absent.
 - 8.2. Asphalt Crack Fill Proposals – See agenda item 8.1.
 - 8.3. Irrigation Proposals – Mike Parkinson moved, Bob Lipmyer seconded, to accept Greenlawn proposal for irrigation as stated, term three years 2011-2013. Motion passed, four in favor, one absent.

- 8.4. Tree & Shrub Proposals – David Pitcock Moved, Mike Parkinson seconded, to accept proposal from Greenstreet Tree Care for one year as proposed at a cost of \$1,650.00. Motion passed, four in favor, one absent.
 - 8.5. Turf Fertilization Proposals - Mike Parkinson moved, David Pitcock seconded, to accept Wagenschutz lawn fertilization, weed and insect control at a cost of \$17,850.00, with grub control TBD. Motion passed, four in favor, one absent.
 - 8.6. Painting 2011-Bob Lipmyer moved, David Pitcock seconded, to accept 2011 paint proposal from Loewe Paint at a cost of \$51,335.00. Motion passed, four in favor, one absent.
 - 8.7. Annual Meeting Location/Date- Bob Lipmyer moved, David Pitcock seconded, to hold annual meeting in accord with the Condominium Bylaws. Motion passed, four in favor, one absent. The meeting will be held on Thursday, October 27th.
 - 8.8. Roof Raking – Concern was expressed regarding identification of roofs to be raked. Proactive maintenance was based on co-owner maintenance requests and management’s previous observation/experience. Future roof raking to be directed by the Board.
 - 8.9. C&J Street Sweeping – To be determined at a later date as needed.
9. Committee Reports:
- 9.1. Finance –None.
 - 9.2. Landscape Committee – None.
- Note all committees would welcome new members.
10. Directors’ Remarks: Greenlawn is requested to provide copy of their employee lunch location and policy.
 11. Co-owner Comments: None
 12. The next regular board meeting is re-scheduled for Wednesday March 16, 2011 at 1:00 p.m. in the offices of the Northville Township Hall.
 13. Adjournment – Mike Parkinson moved, David Pitcock seconded, to adjourn the meeting to executive session. Motion passed, four in favor. The meeting was adjourned at 3:35 p.m.

Respectfully submitted:
Helene Haratsaris
Herriman & Associates, Inc.

Minutes Approved on: March 16, 2011

Dawn Dekker, President

Phil Katz, Secretary

ATTACHMENTS

Woodlands South Association Executive Summary January 2011

	<u>January</u>	<u>January</u>
Monthly Association Dues	\$56,640	\$56,640
Miscellaneous Income	\$59	\$59
Total Income	<u>\$56,699</u>	<u>\$56,699</u>
Less Long Term Reserves	\$10,120	\$10,120
	<u>\$46,579</u>	<u>\$46,579</u>
Less Expenses	\$23,992	\$23,992
Operating Reserves This Month	<u>\$22,587</u>	
Operating Reserves Year to Date		\$22,587
Prior Years Operating Reserves		\$84,642
Total Operating Reserves		\$107,229
Long Term Reserves	\$10,120	\$10,120
Long Term Reserves Interest	\$706	\$706
Long Term Reserves	<u>\$10,826</u>	<u>\$10,826</u>
Less Long Term Reserve Expenses		\$0
Total Long Term Reserves	<u>\$10,826</u>	<u>\$10,826</u>
Year to Date Long-Term Reserves		\$10,826
Prior Years Long Term Reserves		\$678,067
Total Long Term Reserves As Of This Date		<u>\$688,893</u>
Litigation Reserves	\$0	\$0
Litigation Reserve Interest	\$757	\$757
Litigation Reserves	<u>\$757</u>	<u>\$757</u>
Less Litigation Reserve Expenses	\$21,494	\$21,494
Total Litigation Reserve	<u>(\$20,737)</u>	<u>(\$20,737)</u>
Prior Year Litigation Reserve		\$726,341
Total Litigation Reserves As of This Date		<u>\$705,604</u>

2011 Expenses of Interest

January 2011 Expenses of Interest

Insurance	\$3,598
Herriman / management fee	\$3,446
Copies and Postage	\$380
Herriman / miscellaneous administration	\$11
Greenlawn / ice melt delivery	\$107
Eradico / pest control	\$125
Herriman / late charges	\$25
Herriman / litigation	\$180
Greenlawn / snow	\$12,500
Folsom Bohn / litigation	\$2,166
Lawyer / draft lien	\$276
Commercial Sign / mailbox	\$45
Insurance	\$800
Herriman / litigation	\$90
Soils and Materials / review and meetings	\$6,433
Total	\$30,182

Building Maintenance 2010 +

Building Maintenance July 2010

<u>Date</u>	<u>Type</u>	<u>Amt</u>	<u>Description</u>
1/2011	024	\$91	Roof leak inspection
1/2011	024	\$68	Roof leak chimney flashing
1/2011	024	\$56	Roof repair/holes
1/2011	024	\$46	Roof repair/flashing
1/2011	065	\$46	Removed snow and ice
1/2011	099	\$56	Sound system wiring repair
1/2011	010	\$23	Downspout Repair
1/2011	025	\$102	Secure siding/noise
1/2011	017	\$45	Garage door weather strip remove
1/2011	099	\$56	Noise inspection heating
1/2011	065	\$56	Remove ice/gutter
1/2011	065	\$46	Remove snow and ice
1/2011	065	\$46	Remove snow and ice/gutter
1/2011	010	\$131	Downspout repair
1/2011	024	\$135	Roof leak repair
1/2011	010	\$35	Downspout repair
1/2011	065	\$35	Remove snow and ice
1/2011	065	\$59	Remove snow and ice
1/2011	065	\$56	Remove ice dam
1/2011	010	\$52	Downspout repair
1/2011	065	\$69	Remove snow and ice
1/2011	065	\$79	Remove snow and ice
1/2011	888	\$584	Litigation attic inspection
1/2011	888	\$572	Litigation attic inspection
1/2011	888	\$355	Litigation attic inspection
1/2011	888	\$355	Litigation attic inspection
1/2011	888	\$492	Litigation attic inspection
1/2011	888	\$297	Litigation attic inspection
1/2011	024	\$56	Roof inspection meeting
1/2011	027	\$611	Painting pre-inspection
1/2011	027	\$331	Painting purchase replacement trir
1/2011	888	\$290	Litigation attic inspection
1/2011	888	\$561	Litigation attic inspection
1/2011	888	\$194	Litigation attic inspection

TOTAL Amt:

\$6,086