

DRAFT

# Village of Hickory Pointe

## Homeowners Association

Date February 6, 2021

### Board Meeting

Due to minimizing inadvertent possible COVID transmission, the meeting was held via Zoom.

Called to order- 6:36 p.m. - Roll Call: Present - Laurie Massie, Laura Hagle, Chris Warren, Frank Shumsky and Jeff Dobbs (Select Management). Michelle Anzaldi

#### Minutes

- I. Approve January Minutes-
  - A. Minutes not yet complete. Will be finished and reviewed by email.
- II. Select Management Report:
  - A. Updates:
    1. Pool/ Community Building area repairs: Overall cost for recent sewer repair, pool repair and concrete repair is not available yet. Will be paid out of reserves due to the Reserve Study identifying this required repair.
    2. Crack filling on some existing slabs of concrete still needs to be done. They've been routed but not installed caulk at the time due to temperature requirements. Discussed a downspout in that area which diverts water onto concrete. Cannot route permanent downspout to landscape bed due to elevation. Jeff will forward itemized costs to Board. Follow up in spring with warmer weather

3. Jeff purchased a temporary downspout but installation is not possible. Recommended that we re-route whole downspout in spring.
4. Year end letter / draft with instructions to pay online and collections policy. Discussed and agreed to review the letter Jeff will send later.
  - a) Letter was sent.
5. Summary of 2021 Pool Costs
  - a) Sewer Line repair, including cleanout, repair, and concrete restoration - \$6,238
  - b) Pool Repairs, including marcite patch and joint repair - \$3,236
  - c) Annual Closing - \$1,941
  - d) Marcite patch and costs associated with closing were billed in 2022 due to COVID-19 related delays.

### III. Previous Discussions:

#### A. Snow maintenance -

1. Signs were ordered and arrived. Not installed yet due to hard freeze since prior meeting
  - a) Do not have posts at this point.
  - b) We have 5 signs.
  - c) Jeff will send samples of posts that we could use. For review at the next meeting.

### IV. Pool - Carried Forward for March

#### A. Technology upgrade consideration:

1. Board discussed the possibility of updating security camera system to help monitor the pool during and after hours. Needs to be done for 2022.
2. We should also consider the “electronic card” issue again. It’s been an ongoing issue and we remain locked out of our security system.
3. By email Laurie asked for more quotes and Laura asked about who will be expected to keep up on card activations. It will also be important to have a rep attend our meeting to talk through the design and quote.

4. Select had emailed a quote from Guardian. Select identified we need new cards and a new reader but is not sure that we need other new equipment. Select also has questions about monthly monitoring. Select will also find another company to obtain a quote from. New technology includes the possibility of phones, key fobs, etc. Select will learn more about this. Jeff will report back.
5. Discussion about current system, limitations, and challenges with updating system
6. Honeywell is current software of system
7. Amir is still working on this. Jeff will send instructions that he has to Amir to see if Amir can access the system.
8. A decision was not made tonight, but will carry forward to March.

V. Architectural Committee:

A. Complaints and / or requests from Homeowners:

1. Response to the fort from January will include email to the builder of the fort followed by a letter to the property owner from Select.
2. Homeowner reached out to Board regarding outstanding complaints
  - a) Review of available communication indicate Board had failed to respond previously
  - b) Board will ask Select to send a letter with response.
3. Complaint of fence in neighborhood.
  - a) Board was not aware of the fence and will review the fence and revisit in March.

B. Requests for Approval

1. Homeowner submitted a request for a structure and associated landscaping. Inadequate information in the proposal prevented Board from being able to evaluate the proposal and thus had to deny the request.
2. Select will send a letter to the property owner after the Board reaches back to the builder.

VI. Finance-

A. Review of January financial report is acceptable.

B. December and End of Year financial statements received after Jan meeting

1. Will receive some invoices from Aquatic Engineering that were sent in January, so this will be addressed in 2022 budget.

- a) Marcite Patch
    - b) Pool Winterization
    - c) Building Winterization
  - 2. Annual expenses were 67 dollars above budget: \$118,876 budgeted, \$118,943 spent
- C. Status: Annual expenses for 2021 were 67 dollars above budget: \$118,876 budgeted, \$118,943 spent
- D. Collections status: 9 individuals are on the attorney collection report for a total of \$29,000. However three of those remain on the attorney's report and have been there since the Builder ran the Association. Two of the three we do not even know where the individuals are. These will continue to be reviewed until the statute of limitations is reached.
- E. Active collections - We have 5 lots currently in collections with the attorney. (One less than in September 2021.)
- F. We have 5 lots currently less than 2 years in arrears. These are homeowners that have not paid for 2021 Association dues.
- G. We have 4 lots currently less than 1 year in arrears.
- H. Update on Legal and Collections - no updates available. (see below on foreclosures)
- I. Foreclosures: Note - identifying information removed
- 1. Association attorney asked for decisions as to whether two different properties should be moved toward foreclosure. This is a serious matter and there was much discussion.
  - 2. At foreclosure, the court contacts the homeowner. At that point, the homeowner has the opportunity to arrange a payment plan.
  - 3. Homeowner owes current total \$1,830
    - a) No payment has been received or response to correspondence from Board or Attorney
    - b) Prior history of collections
    - c) Lien placed on unit in October 2018, was paid
    - d) Board approved to move toward foreclosure
  - 4. A separate home owner has balance of \$2,408 balance
    - a) No payment has been received or response to correspondence from Board or Attorney
    - b) This house has been in collections twice prior
    - c) Board approved to move toward foreclosure

## II. Bylaws -

- A. Michelle Anzaldi attended the meeting again to discuss status. Michelle will put out a summary of outstanding issues (if they exist).
- B. All Board members should read the final draft and be sure we support and agree with this version.
- C. Then final changes will be sent to Greg.
- D. Decide on time frames for next steps.
- E. Michelle will re-send bylaws to Board for review.
  - 1. Michelle will send this to the attorney after Feb mtg.
- F. Next steps
  - 1. Michelle summarized the changes based on feedback, including
    - a) Board will provide editorial review
  - 2. After we get final document then we can schedule meeting and vote.

## III. New Member Orientation - continued.

- A. Things to do and things to avoid- will discuss in January.
- B. Board priorities for upcoming year- discuss in January.
- C. Board Officer Insurance
- D. Board duties and protections

## IV. Annual Meeting- Carry Forward to March

- A. Agenda items
  - 1. Budget-
  - 2. Bylaws -
  - 3. Election for two Director positions - Laurie and Laura
- B. Start reviewing for dates

## V. New Business-

- A. Audit - will review at the next meeting.
- B. Deck approval process - will review next meeting.
- C. Homeowner requested return of dues since 2018 due to lack of pool access
  - a. Board has no record of issues with pool access for this owner, and will confirm with Select.
  - b. Owner should have access to the pool as they are in good standing.
  - c. Select will send a letter. The request for refund is denied and a note will be added about the expected new pool pass access card will be included.

## VI. Follow Up in Spring:

- A. Property line - depth of lot using bricks? (Jeff was going to get a tape and measure). Follow up in spring.
- B. In August, the Board discussed compliance with township ordinance addressing tree limbs over sidewalks. We asked Jeff to let the Township know we are getting complaints. Follow up in Spring.

Per June 2020 Minutes: Zoom meetings- During these times of COVID, the Board will be meeting electronically via Zoom and the meetings are open to homeowners. Interested homeowners should email the board requesting the specific link to the scheduled Zoom meeting. The Board wants to be sure to be able to use the meeting time to get through the agenda but also provide an opportunity for Homeowner's to participate. The Board has agreed upon Homeowners having 3 minutes at the beginning and end of the meeting to pose concerns, provide input or ask questions. The Board may or may not respond to questions or comments as further information may be necessary to formulate an accurate response.

Parking lot:

1. Pond "status" was reviewed and a field assessment was conducted for plants and species (both native and invasive). Board is not clear what next steps should be, could be or priorities. Costs are a concern as well. Tabling this until someone is willing to take up this project.
2. Increase in trees in our community.
3. Signs around Common Areas
  - a. How many do we currently have?
  - b. Which would require replacement (prioritize)?
4. Asphalt paths need to be evaluated - not clear this will occur now.
5. Sign replacement to be followed up on based on costs and priorities.
  - a. Common areas should be clearly identified
  - b. Signs should be relatively nice
  - c. Need to identify which and where and how much

The next VOHP Board meeting will be March 3rd, 2022 6:30 p.m. via Zoom.

Meeting adjourned at 8:19 p.m.