

Village of Hickory Pointe

Homeowners Association

Date January 6, 2021

Board Meeting

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

Called to order- 6:34 p.m. - Roll Call: Present - Laurie Massie, Laura Higle, Chris Warren, Frank Shumsky and Jeff Dobbs (Select Management). Michelle Anzaldi

Minutes

- I. Approve November Minutes- Laura moved to approve, Laurie seconded. Minutes approved.
- 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 downspout to landscape bed due to elevation. Jeff will purchase flexible tube and route away from cracked concrete. Overall cost data not available this time. Jeff will forward itemized costs to Board.Follow up next month.

3. Ruts in the utility right of way at the park entrance. It is unclear which entity owns the vehicles responsible for the ruts. Jeff will continue to identify and seek restoration. Will follow up next meeting.
4. Official approval of the budget. After discussion, the budget was moved for approval, seconded and approved.
5. Year end letter / draft with instructions to pay online and collections policy. Discussed and agreed to review the letter Jeff will send later. Follow up next meeting.
6. Next annual meeting notice. Decided not to combine annual dues notice and annual meeting notice. Meeting space at the Township is not yet available.

III. Previous Discussions:

A. Snow maintenance -

1. Board asked Jeff to get a quote again for us to review the costs and impact on dues. Jeff has asked for a quote. This will come to our January meeting
2. Board reviewed quote that was provided. Two board members independently came up with annual estimates of \$5,000 for snow removal using the quote and available meteorological data
 - a) Provided quote would not meet the standard presented in Pittsfield Twp. ordinances for sidewalks.
3. Board also discussed having signs posted stating individuals use paths at their own risk.
 - a) Signs for walking paths that say "No winter maintenance is performed on this path. Use at your own risk" will be purchased for each of the 4 paths across common areas toward the pool. Jeff will purchase signs and believes he can have them installed this winter. Will follow up at next Board meeting.

IV. Pool - Carried Forward for Future meeting since Amir not present. - Notes carried forward to February meeting

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.

V. Architectural Committee:

A. Complaints and / or requests from Homeowners:

1. A homeowner complained about a treefort structure as an eye sore. The presence was confirmed by Select (and pictures sent). A letter was sent. Homeowner and their neighbor reached out to the Board for further discussion and requested extension on due date which was granted. Board met with individual(s). Board will discuss further.
2. Chris met with the builder of the fort and shared with Board what was found. Board discussed.
3. Structure design was not submitted for approval and the design was not consistent / harmonious with architectural style of the subdivision. Board voted and agreed it should be removed. Neighbor asked what would be required to make it approvable. However, Board cannot design structure for residents
4. Chris will draft an email to the builder of the fort with an extension of two weeks to the 23rd for removal.
5. Will follow up at February Meeting

VI. Finance-

A. Status:

1. Notes from Select Management on a few charges
 - a) PacificTelecom (PTS), \$78/mo is a phone bill.
 - b) ATT is the modem bill
 - c) Google Suite is \$36/mo
- B. Jeff will send a copy of an invoice for a monthly charge for a modem at the pool. Laurie will discuss this with Brian for verification.

1. Board discussed our website and our Google suite and will review.
 2. Jeff will bring information to the Board by email or next meeting.
 - 3.
- C. 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. Carry forward to February
- D. Active collections - We have 5 lots currently in collections with the attorney. (One less than in September 2021.) Carry forward to February
- E. We have 5 lots currently less than 2 years in arrears. These are homeowners that have not paid for 2021 Association dues. We have 4 lots currently less than 1 year in arrears. Carry forward to February
- F. Update on Legal and Collections - no updates.

II. Bylaws -

- A. Michelle Anzaldi attended the meeting again to discuss where we are at. 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. If she doesn't hear anything for a few days she will send to attorney
- F. Next steps
 1. Notification to community - send the bylaws to community prior to annual meeting
 2. Michelle offered to summarize the changes based on feedback, including
 - (1) Home office are allowed
 - (2) Quorum clarified
 - (3) Yard signage
 - (4) Typos/ grammar
 - (5) Other items not listed here

- III. New Member Orientation - continued.
 - A. Things to do and things to avoid- will discuss in February.
 - B. Board priorities for upcoming year- discuss in February.
 - C. Board Officer Insurance
 - D. Board duties and protections
- IV. Annual Meeting- Discuss in February
 - A. Why?
 - B. Agenda items
 - 1. Budget-
 - 2. Bylaws -
 - 3. Election for two Director positions - Laurie and Laura
 - C. Start reviewing for dates
- V. New Business-
 - A. Audit - will review at next meeting.
 - B. Deck approval process - will review next meeting.
- 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 February 3, 2022 6:30 p.m. via Zoom.

Meeting adjourned at 8:08 p.m.