

Village of Hickory Pointe

Homeowners Association

Date March 4, 2021 called to order 6:32 p.m.

Board Meeting

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

Call to order-.. - Roll Call: Present - Laurie Massie, Michelle Anzaldi, Laura Higle, Frank Shumsky and Jeff (Select Management Co.)
Homeowners - Kate Robinson and Chris Warren

Agenda

Approve January Minutes- Laurie moved to approve, Laura seconded. Minutes approved.

I. Finance-

- A. There are no concerns at this time.
- B. \$146k in Reserve (as recommended in the Reserve Study).
- C. Monthly reminders - those who still owed dues from 2020 received reminders in September and November. (There are only about 5 or 6 individuals who still owe from last year.)
 1. Per the Collection Policy, accounts overdue will receive notice once they exceed the threshold.
 2. In the event they exceed the threshold, the Property Management Company will notify the homeowner (again) and indicate (again) that they will incur any and all legal charges before any collections are sent to legal.

3. After Property Management sends notifications with clear delineation of consequences and if no response from the homeowner is received, the account is sent to legal.
 4. If the homeowner wants to set up a payment plan without going to legal, this is possible and the Board is very willing to consider this.
- D. Monthly payments of dues? Yes, it is available currently would cost an extra \$0.50/unit/month (regardless of who chooses to pay on a monthly basis).
- E. Board discussed why some people received the 2021 Dues notice in the mail and some only received the Dues notice electronically.
1. Jeff will find out how this happened and see if we can tell the who only received the letter electronically.
 2. Board discussed impact on due date for those who only received it electronically.
 3. Board also requested the letter of how to pay electronically be sent to the Homeowners.
 4. Communication to homeowners about dues should emphasize contacting the Board if they'd like to work out a payment arrangement.
 5. To dos:
 - a) Identify who needs to receive dues notice in the mail.
 - b) Mail letter to all homeowners indicating how to pay electronically.
 - c) Include information emphasizing contacting the Board if they'd like to work out a payment arrangement.
 - d) Proof read all materials before they go out.
 6. Board wants to standardize the Dues notification process and know what it is.
 7. Board discussed 2021 collections over two pay periods and 2022 over two pay periods. Board decided to offer this option in 2022.
 8. Detention Pond/System - Catch Basins- (12 -20 remaining)
-Completion of the SW quadrant still needs to be completed.
(Northern quadrants do not have sumps.)

II. Communication with homeowners

- A. Board wondered how many Homeowner email addresses we have? We have 170 email addresses but we do not know if they are accurate.
- B. Board wondered about the cost of a mass mailing? Dependent on the size of the mailing. The recent Bylaw mailing packet postage cost \$800 (not including the cost of the copies).

III. Pool -

- A. Anticipating a more expensive pool opening this year due to County COVID-19 guidelines again (to open in 2021). Guidelines are less than 2020 but still more than usual. Current guidelines (but not finalized) include:
1. Attendant/Monitor is required to periodically check on the pool multiple times / day to monitor capacity limit (25% of allowed limit).
 2. Attendant/Monitor is required to periodically wipe down/ sanitize frequently touched surfaces.
 3. Monitor will also monitor adherence to Social Distancing guidelines. Board discussed this position should not be a teenager given the potential confrontation. The Board also discussed this might require consistently being there (periodically appearing is probably not an attractive job) and possibly two or three individuals and/ or adjusting pool open times.
 4. Also a recommendation (not required) to monitor who enters the pool etc.
- B. The Board discussed the current context of these guidelines and possible anticipated changes in the guidelines if vaccinations ramp up more.
- C. Will discuss more throughout the month and at the April meeting.

IV. Landscaping-

- A. Two bids came in (Garrett, CQC). One of the bids was the last Landscaper whose recent performance initiated us to look for a new landscaper. Board had requested three bids. Select Management stated they are having difficulty finding any other landscapers willing to bid a new job.
- B. Laurie Massie stated because the Board is not satisfied with the two bids, Laurie will try to seek out a third bid. (Contracts usually start April 15.)
- C. Update (per email discussion) Third Bid was obtained from Yard Pro in Ypsi.
- D. Update (per email discussion) Board voted to stay with CQC this year. They understand the layout of the property and had a competitive bid. Special projects will not be given to them without an in depth discussion.
- E. Discussion of possible sidewalk snow removal- Laurie had researched this in the past and it was about \$10,000.

VI. Update on Legal- Collections - No concerns or updates at this time and it is being monitored.

- A. Delinquent accounts - Six are in collections (>two years overdue) and down to 5 or 6 houses that haven't paid 2020 homeowner dues.

B. Recent focus on Shed removal:

- a. Board discussed the error of all legal fees being assigned to the homeowners who received notice of bylaw violation.
- b. The legal fees may be limited and may not be charged to the homeowners.
- c. Laurie Massie and Michelle Anzaldi will review these ledgers and identify which legal fees to waive and make a recommendation to the Board.
- d. Once we share this information with Select Management, then Select Management will go in and waive identified legal fees to the homeowners (of the Shed only issue) and charge the Association those fees.

VIII. Bylaws -

A. Outstanding issues still need to address:

- a. Quorum / Vote count discussion - requires discussion of options with the Attorney.
- b. Review email feedback received since last meeting.

B. Informal Bylaws meeting March 11, 2021 6:30 p.m.

VIII. New Business- Annual Meeting- Homeowners Association will have to wait until the Governor's Orders are lifted and CDC guidelines allow for an Annual meeting.

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. Frank's draft of a letter for new homeowners - review. (Highlights indicate to check if the letter has these items or refers to where information regarding these items are located.) The welcome letter could include pool rules, by-laws, risk of detention pond, being responsible regarding your dog's feces, location of FAQs,

website, shoveling sidewalks, etc.. This will be moved as a project to do after the annual meeting.

2. Frank requested we evaluate killing mosquitoes in the pond. Frank will make a proposal. Probably will do this in the spring.
3. 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.
4. Sign replacement to be followed up on based on costs and priorities.
5. Increase in trees in our community.

Next VOHP Board meeting will be April 1, 2021 at 6:30 p.m.

Meeting adjourned at 8:21 p.m.