

# Arbor Hills Condominium Association Board Meeting Minutes

**Date:** Thursday February 22th, 2018

**Location:** Olga's

Board Members:		Present	Absent
President:	Dennis Stom	x	
Vice President:	David Wang	x	
Treasurer:	Rajiv Saxena		x
Secretary:	Thomas Edwards	x	
Member at Large	Steve Haddrill		x
Management Rep:	Neil Kollipara	x	

## Agenda

A. Call to Order & Roll Call. See above

B. Approval of Minutes

1. December Minutes: approved
2. January Minutes: approved

C. Treasurer's Report

- 1 No report, treasurer was not present
- 2 A Balance Sheet was submitted by the Manager

D. Management Report

1. A January Balance sheet was submitted:
  - a. Checking & Savings: \$517,679.31
  - b. Total Reserve Fund: \$ 440,796.20
  - c. See attached
2. As of February 19, 2018: 12 Residents out of 200 have not paid their Winter 2018 dues. 3 others have multiple payments in arrears and have been submitted to the attorney.
3. A Budget proposal for 2018 will be distributed to the Board for discussion and approval next meeting.

E. Old Business

- 1 2018 Budget: We will work on this next meeting: The Manager will prepare a working document, based on 2017 for the Board's review in the time before the next meeting.
2. Discuss Existing Contracts:
  - a. Snow removal: The consensus was that Holiday (which is on a year by year contract) was not nearly as effective this year as it was in 2017, and that we should look at more vendors in October.
  - b. Landscaping: Current vendor is Canopy, he Manager will get 2 more bids, from Tilt Landscape and Landscape Solutions.
3. Tree Trimming – Scope of Work: apparently complete.
4. Asphalt Crack fill Project: A site inspection is needed to access how many gutters and drains need repair, as well as cracks in the roadway. The Manager will investigate Vendors and Bids for the Board's review.

5. HPS vs. LED Lights:

- a. Old Light Survey from 2011 shows replacement cost of 40 lights about \$29000 with DTE incentives. Cost savings on electricity would be about \$2050 per year. LED lights would last minimum of 10 years.
- b. Costs of LED lighting has come down since 2011.
- c. Streetlights in the subdivision are divided into 4 zones, 3 with a flat rate bill, and 1 on a meter. If we decide to upgrade, it can be done one zone at a time over four years.
- d. Currently, 5 of the 40 lights are LEDs, 1 with a solar charger.
- e. The Board or the Manager will contact DTE to see what options are available.

6. Community Survey

- a. Our last one was done in 2013
- b. Use Survey Monkey: Board members need to come up with questions, using the 2013 survey as a guide.

F. New Business

1. Schedule Spring Site Inspection. The Manager and any available Board members will meet on a weekday morning, in early April.
2. Brick Repair at Entryway:
  - a. One of our homeowners struck the first pillar at the entryway with his car. Auto insurance will pay for the repair, but an estimate is needed.
  - b. The other pillars are weather damaged and will need tuck point repair eventually.
  - c. Board will get bids to repair both, with one contractor, but insurance will pay for the 1<sup>st</sup> pillar repair.
3. Landscape Maintenance Contract: the Manager will get bids from Canopy (our current vendor) and 2 others: Landscape Solutions and Tilt.
4. Alteration approval: for 3480 Ashburnam. This is to replace a deck with one of the same size. Approved.

G. Next Meetings

1. March: Thursday March 29<sup>th</sup>,
2. April: Monday, April 30, which will be an open meeting

H. Adjournment at about 8:45 P.M.