

Woodlands South Condominium Association
Minutes of the Board of Directors Regular Meeting
Wednesday, October 17, 2018
Northville Township Hall – Second Floor Meeting Room

1. President Pitcock called the meeting to order at 1:03 p.m. Members present Dave Pitcock, Frederick Sheill, Edwin Worth and Carrie Nay. Member(s) absent: None. Others present: Management representative Helene Haratsaris; Co-owners James Lindemann (U106) and Michael Parkinson (U94).
2. Approval of Agenda – Edwin Worth moved, Carrie Nay seconded, to accept the agenda as amended, being agenda items 8.4 Unit 171 Drainage. Motion passed, all in favor.
3. Co-owner Comments:
 - 3.1. Unit 94 Re: Concerns
 - 3.2. Unit 107 Re: Landscaping – Modification Tree Replacement; left at 1:15 p.m.
4. Approval of Minutes: Carrie Nay moved, Frederick Sheill seconded, to accept the September 19, 2018 regular meeting minutes as presented. Motion passed, all in favor.
5. **Committee Reports**
 - 5.1. Architectural – Add greater deck detail, pictures, etc. to convey requirements in a user friendly format.
 - 5.2. Communications – No report.
 - 5.3. Landscaping – Reviewed open items on site that require attention.
 - 5.4. Social – No report.
6. Financial Report
 - 6.1. Financial Report was reviewed. Noted mailboxes and lights are a long term expense.
 - 6.2. Reserve Study – Edwin Worth moved, Frederick Sheill seconded, to continue policy of \$10.00 reserve budget increase every three years, with the next increase scheduled for 2021. Motion passed, all in favor.
7. Management Report highlights were reviewed.
8. Open Maintenance Items – Open items were reviewed.
 - 8.1. Unit 39 – Tabled for contractor report.
 - 8.2. Concrete Step Replacements – consensus is to proceed as weather permits.
 - 8.3. Concrete Repair – Frederick Sheill moved, Carrie Nay seconded, to reaffirm 10/11/18 email vote to accept R.A.R. Construction repair proposal dated 09/28/18 for MR1805904662 at a cost of \$3,050.00. Motion passed, all in favor.
 - 8.4. Unit 171 Drainage – Reviewed with Greenlawn, noting there is a rise up from the back of the unit. Carrie Nay moved, Frederick Sheill seconded, to table pending Greenlawn proposal. Motion passed, all in favor.
9. **Unfinished Business**
 - 9.1. Well Project – pending engineering paperwork to continue toward target of 2019.
 - 9.2. Holiday Decorations – Consensus to accept extension of agreement with Trillium out one more year to allow for winter storage of lights following 2018 holiday decorating season.
 - 9.3. Roof Repairs – Tabled pending proposals for 2019 services.
 - 9.4. Generator R & R – Tabled for further research.

10. New Business

- 10.1. Unit 106 Landscape Replacements – Tree to be replaced in spring 2019.
- 10.2. Light Project – Frederick Sheill moved, Edwin Worth seconded, to reaffirm 10/5/18 email vote to purchase 388 coach lights from Brose at a cost of \$56,752.64, with pick-up, assembly, installation, but not disposal to be completed by Cox Electric at a cost of \$35 per light fixture. Motion passed, all in favor.
- 10.3. Unit 166 Modification Re: Deck Repairs and Staining – Edwin Worth moved, Frederick Sheill seconded, to accept as presented. Motion passed, all in favor.
- 10.4. Unit 21 Modification Re: Landscaping – Frederick Sheill moved, Carrie Nay seconded, to accept as presented. Motion passed, all in favor.
- 10.5. Unit 58 Modification Re: Deck Steps – consensus denied due to wrong step detail; need to correct and resubmit.
- 10.6. Unit 56 Modification Re: Rebuild Deck – Edwin Worth moved, Carrie Nay seconded, to table for Edwin Worth to review additional detail. Motion passed, all in favor.
- 10.7. SME Proposal – Edwin Worth moved, Frederick Sheill seconded, to reaffirm 10/10/18 email vote to accept SME Roof Consulting Services Proposal dated 09/24/18 at an estimated cost of \$9,800.00. Motion passed, all in favor.
- 10.8. Annual Meeting Preparation – reviewed presentation and details.

11. Directors' Remarks: None

12. Co-owners Comments: None

13. Next Meeting – The next regular board meeting is scheduled for December 5, 2018 at 1:00 p.m. at the offices of Herriman & Associates, Inc. unless otherwise decided by the Board of Directors.

14. Adjournment

Adjournment to Executive Session – Frederick Sheill moved, Carrie Nay seconded, to adjourn the meeting to executive session. Motion passed; all in favor. Meeting was adjourned to Executive Session at 4:04 p.m. and called back to order at 4:23 p.m. to adjourn as moved by Frederick Sheill, Carrie Nay seconded, motion passed, all in favor, with meeting adjourned at 4:23 p.m.

Respectfully submitted:
Helene Haratsaris
Herriman & Associates, Inc.

Minutes Approved on: December 5, 2018

David Pitcock, President

Carrie Nay, Secretary