



ANNUAL Meeting

7:00 PM - Monday May 9TH 2016

Plymouth District Library,
Located at 223 South Main Street, Plymouth MI 48170 734-453-0750

MINUTES

- 1) **COMMENCEMENT OF MEETING: Time 7:07 PM**
- 2) **ROLL CALL, SIGN IN**
 - a) Mike Bailey (Term 2015-2017), President - **Present**
 - b) Fred Stafford (Term 2014-2016), Vice President - **Absent**
 - c) (VACANT) (Term 2014-2016), Secretary - **N/A** (Kris Whise, volunteer Secretary for this meeting)
 - d) Beth Mueller (Term 2015-2017), Treasurer - **Absent**
 - e) Mike Czerwinski (Term 2015-2017), Director - **Present**
- 3) **PROOF OF NOTICE - Approved**
- 4) **APPROVAL OF MINUTES**
 - a) Minutes – no comments received after last year’s meeting minutes distribution
 - b) Motion to approve minutes by: **Sybil Offen**
 - c) Seconded by: **Rebecca Silva**
 - d) Vote results: Yay’s **11** Nay’s **0**
- 5) **REPORT OF OFFICERS**
 - a) President – **no report but added item “d. Dog Maintenance” to “New Business”**
 - b) Vice President - **None**
 - c) Treasurer – **President Bailey presented Treasurer Mueller’s documents in her absence**
 - i) Status of the River Bend Condominium Association Accounts
 - ii) Association books audit results
 - (1) Motion to approve audit by: **Kris Whise**
 - (2) Seconded by: **Mike Czerwinski**
 - (3) Vote results: Yay’s **11** Nay’s **0**
 - d) Secretary - **None**

6) COMMITTEE REPORTS n/a

7) UNFINISHED BUSINESS

- a) None.

8) NEW BUSINESS

- a) Discussion items from RBCA Director Mike Czerwinski
- i) Comments on last winter's snow removal. – concern was expressed by a couple members, regarding the extent and quality of snow removal services. The discussion focused around whether driveways could be cleared by hand shoveling or by use of a manual snow blower. This will be discussed with the contractor. If a member believes additional clearing / salt is necessary during the winter, it was requested the member contact a board member **at that time**, so the contractor can be called back to remedy the situation.
 - ii) Costs of basement repairs for Units 14 and 18 – costs remained within the anticipated / approved budget for basement repair work on unit 18 – the Czerwinski's will submit receipts for the basement crack repair work they had done for Board review
 - iii) Brick repairs to be completed this spring – the cracked bricks on units 9 & 18 will be completed in the next couple of weeks
 - iv) Competitive bids for landscaping maintenance – contracts are signed during the Fall for the following years' service. An email will be sent to each unit, asking if they have any landscape maintenance concerns in the area of their unit. Responses will be addressed as scheduling and budgets allow. Terri and Lisa volunteered to head up the survey distribution, Sybil and Rebecca also offered to help in the landscape maintenance reviews and contractor direction
 - v) Frequency of Board Meetings – tabled without discussion
 - vi) Agenda input from RBCA Members – the question was raised "how to achieve greater input from the Association members"? The consensus of thought was members must be satisfied with the Association status or they would speak up/submit concerns
- b) Consider continuing with annual non-CPA audit instead of formal CPA audit
- (1) Motion to approve audit by: Paul Montemayor
 - (2) Seconded by: Rebecca Silva
 - (3) Vote results: Yay's 11 Nay's 0
- c) Deck refinishing – The contractor numerous members used in the past no longer provides that service. It was agreed many decks are in need of cleaning and refinishing. Deck maintenance is a unit owner's responsibility but if multiple owners agree to schedule at the same time, a group discount may be available. Recommendations for contractors were requested. "Supreme Landscape" was mentioned as a good provider; other recommendations are still being requested – A new deck/wood protection product was discussed as an option for decks – the product will be reviewed and a notice will be sent out if it is approved.

- d) (NEW ITEM) Dog Maintenance – the mailbox island ground is a mess due to multiple droppings by what would appear to be a large dog or dogs. It was restated, “If you have a dog, **you are responsible** to pick up after your animal”. Damage to our lawns, shrubs or flowers, due to pet urination or defecation is a cost to everyone and aesthetically reduces the value of our community.

9) ELECTION OF OFFICERS

- a) Nominations -
 - i) Two nominations required (one position is currently vacant)
 - Kris Whise nominated Lisa Wiest Phillips to the Board for a 2 year term; Paul Montemayor seconded the nomination
 - Mike Bailey nominated Fred Stafford to the Board for a 2 year term; Mike Czerwinski seconded the nomination
 - ii) Both terms are for two years.
- b) Election – a vote was taken to appoint Lisa Wiest Phillips and Fred Stafford to the Board of Directors for a term of 2 years
- c) Vote results – The vote was unanimously approved
The 2016-2017 Board of Directors will include Mike Bailey, Mike Czerwinski, Fred Stafford, Beth Mueller and Lisa Wiest Phillips.
Board Officers will be voted upon by the Board members at their next Board meeting

- ## 10) MEMBER COMMENTS –
- Rebecca (unit 10) notified the board the irrigation valve on the outside of her unit is dripping. Sybil (unit 9) notified the board she has damage to her wood trip, seemingly from a woodpecker and requested repairs be made.

11) ADJOURNMENT: Time 8:16 PM

Association Member Meeting Attendees:

Paul Montemayor (Unit 1)
Lisa Wiest Phillips (Unit 3)
Sybil Offen (Unit 9)
Rebecca Silva (Unit 10)
Kris Whise (Unit 12)
Terri Czerwinski (Unit 14)

Proxy votes assigned to Mike Bailey by:

Kevin Wagner (Unit 6)
Naftali Raz (Unit 11)
Fred Stafford (Unit 13)
Beth Mueller (Unit 15)
Paul Southwell (Unit 17)