



## ANNUAL Meeting

7:00 PM - Tuesday May 2<sup>nd</sup> 2017

Plymouth District Library,  
Located at 223 South Main Street, Plymouth MI 48170 734.453.0750

### MINUTES

**1) COMMENCEMENT OF MEETING: Time 7:01 PM**

**2) DIRECTORS ROLL CALL, SIGN IN**

- a) Mike Bailey, President - Present
- b) Mike Czerwinski, Vice President - Present
- c) Fred Stafford, Secretary – Absent
- d) Beth Mueller, Treasurer - Present
- e) Lisa Wiest Phillips, Director - Absent

**3) MEMBERS ROLL CALL**

Unit 1: Paul Montemayor	Unit 10: Rebecca Silva
Unit 2: Absent	Unit 11: Absent
Unit 3: Absent	Unit 12: Kris Whise & Mike Bailey
Unit 4: Don Treder	Unit 13: Fred Stafford - <i>BY PROXY TO</i>
Unit 5: Don Treder	<i>CHARLENE STAFFORD</i>
Unit 6: Kevin Wagner	Unit 14: Mike & Terri Czwewinski
Unit 7: Absent	Unit 15: Beth Mueller
Unit 8: Scott Klender - <i>BY PROXY TO</i>	Unit 16: Absent
<i>SYBIL OFFEN</i>	Unit 17: Paul Southwell <i>BY PROXY TO MIKE BAILEY</i>
Unit 9: Sybil Offen	Unit 18: Absent

**4) QUORUM – 12 units represented – quorum attained**

**5) PROOF OF NOTICE - Approved**

**6) APPROVAL OF MINUTES**

- a) Minutes – no comments received after last year’s meeting minutes distribution
- b) Motion to approve minutes by: Don Treder
- c) Seconded by: Rebecca Silva
- d) Vote results: Yay’s: 12 Nay’s: 0

**7) REPORT OF OFFICERS**

- a) President: [No Report](#)
- b) Vice President: [No Report](#)
- c) Treasurer
  - 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: [Rebecca Silva](#)
    - (3) Vote results: Yay's: 12 Nay's: 0
  - iii) Current "long term improvements" account amount matches amount recommended by recent "reserve study"
- d) Secretary: [No Report](#)

**8) COMMITTEE REPORTS n/a**

**9) UNFINISHED BUSINESS**

- a) None.

**10) NEW BUSINESS**

- a) Consider continuing with annual non-CPA audit instead of formal CPA audit
  - i) [Sybil Offen](#) made a motion to approve continuing with annual non-CPA audit. Seconded by [Rebecca Silva](#). Approved with Yay's: 12 Nay's: 0
- b) Deck refinishing
  - i) [General discussion](#) on multiple units interest in having decks stained and/or fixed.
  - ii) [Mike Bailey](#) to send email out to all unit owners requesting a reply stating their interest from that unit – [Mike Bailey](#) to send [Sybil Offen](#) an email with the total units expressing interest
  - iii) [Sybil Offen](#) to call a couple contractors to try and get prices for "group discount"
  - iv) [Paul Montemayor](#) provided "Supreme Deck" as a contractor he has been satisfied with (800-965-2405)
  - v) Discussion on broader selections of colors and stain type to be approved – the new BOD to review and provide their decision.
- c) Landscape improvements – proposal from [Reliable Landscaping](#)
  - i.) [General discussion](#) as to the need and cost of the work tasks outlined in the [Reliable](#) estimate – what is needed? Grading around units, shrub replacement, downspout connections underground...
  - ii.) Discussion to complete some tasks this year, and schedule others for following years – need to review the Association budget to see what is included
  - iii.) Discussion regarding using a different contractor for these items, rather than the contractor ([Reliable](#)) who is currently maintaining the grounds. (Example being, if different contractor

places topsoil and seed, and that area is then damaged during routine lawn mowing, who would the Association get to fix it?)

- iv.) Motion made by Mike Czerwinski to defer approval of Reliable Landscape Inc. landscape improvements estimate #4554, dated 04/05/2017, until the landscape committee has had the chance to meet, review the items, determine the needs, and look for additional bids from other contractors. Motion seconded by Beth Mueller. Approved unanimously
- v.) Mike Czerwinski. to send email to Landscape Committee (Sybil Offen, Terri Czerwinski Charlene Stafford, Lisa Wiest Phillips and Beth Mueller) to schedule a meeting.

## 11) ELECTION OF OFFICERS

- a) Nominations -
  - i) Three nominations required. Mike Bailey, Beth Mueller and Mike Czerwinski 2 year terms are complete
  - ii) Nominations:
    - (1) Mike Czerwinski nominated Sybil Offen
    - (2) Sybil nominated Beth Mueller
    - (3) Mike Bailey nominated Mike Czerwinski
    - (4) Sybil nominated Rebecca Silva
  - iii) Officer positions to be determined at Board of Directors meeting, immediately following the closure of the 2017 Annual Meeting
- b) Election:
  - i) Kris Whise makes a motion that Mike Czerwinski, Sybil Offen, and Rebecca Silva be elected to the Board of Directors, each to hold a 2-year term, and Beth Mueller be elected to the Board of Directors for a 1-year term. Motion seconded by Mike Czerwinski.
- c) Vote results: Unanimously approved.

## 12) MEMBER COMMENTS

- 13) **ADJOURNMENT:** Motion to adjourn by Beth Mueller, Seconded by Kris Whise, unanimously approved: Time 8:25 PM

Minutes respectfully submitted by Kris Whise – volunteer secretary for 2017 Annual Meeting