



## **ANNUAL Meeting**

**7:00 PM - Tuesday May 14<sup>th</sup> 2019**

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

### **MINUTES**

**1) COMMENCEMENT OF MEETING: Time: 7:08PM**

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

Mike Bailey, President  
Kevin Wagner Vice President  
Tara Abraham, Secretary  
Theresa Horka, Treasurer  
Rebecca Silva, Director

**3) MEMBERS ROLL CALL**

Unit 1	Not present	Unit 10:	Rebecca Silva
Unit 2:	Walter Mistak	Unit 11	Proxy to Mike Bailey
Unit 3	Lisa Weist	Unit 12:	Mike Bailey / Kris Whise
Unit 4:	Jeff and Theresa Horka	Unit 13	Proxy to Mike Bailey
Unit 5:	David Smith / Nancy Davis	Unit 14:	Not present
Unit 6:	Kevin Wagner	Unit 15:	Not present
Unit 7	Ricardo Duenas & Tara Abraham	Unit 16:	Colleen Ferguson
Unit 8:	Proxy to Sybil Offen	Unit 17	Dan Dewert
Unit 9:	Sybil Offen	Unit 18	Not present

Property Manager: Dennis Nagy, Present

**4) QUORUM**

- 14 Units were represented – a Quorum was present

**5) PROOF OF NOTICE**

- Email notices were received and approved as required notice of meeting

**6) APPROVAL OF MINUTES**

- a) Minutes – no comments received after last year’s meeting minutes distribution
- b) Motion to approve minutes by: Sybil
- c) Seconded by: Ricardo
- d) Vote results: Yay’s: 14 Nay’s: 0

**7) REPORT OF OFFICERS**

- a) President
  - i) Reserve Study
  - ii) 2019 Improvements / Repairs
- b) Vice President
- c) Treasurer
  - i) Status of the River Bend Condominium Association Accounts
  - ii) Association books audit results
    - \*With the understanding discrepancies will be resolved.\**
    - (1) Motion to approve audit by: Sybil
    - (2) Seconded by: Jeff
    - (3) Vote results: Yay’s: 14 Nay’s: 0
- d) Secretary
  - i) Vacation calendar – Gmail account information was collected and Tara will send out the calendar to all gmail accounts.
- e) Property Manager, Dennis Nagy
  - i) Went over Financials and all costs that were spent to date. As Property Manager, please contact him with questions, comments or concerns about the community. He provided his contact information as 248.921.3909 or RiverBendPlymouth@Gmail.com

**8) COMMITTEE REPORTS n/a**

**9) 2019 IMPROVEMENTS/REPAIRS**

- Concern that a gap from asphalt of driveway to the garage is starting to create a gap and separate. We may need to consider adding sealant.
- Concern was brought up that brick pavers have sunk and they need to be pulled up and redone. Dennis to get a price quote for this (Theresa’s unit, Rebecca’s unit)

## 10) UNFINISHED BUSINESS

- a) Sump pump testing
  - Every unit has a sump pump and we have run into a few issues with sump pumps not working correctly. Mike gave everyone a reminder to add water to their sump pumps and test it.
  - Maintenance and repair of sump pumps are the unit owner's responsibility.
  - Faulty sump pumps can lead to water in basements. If water fills your basement, it is possible to affect your neighbors as well.
  - To test your pump, pour water into the pump well until it comes near the floor level. Monitor the pump to determine if it turns on and drains the water out. If it does not, contact a plumber to repair / replace your pump.
  
- b) Plumbing leaks
  - Noted during this discussion was the NEED to monitor water leaks. Toilets that run continuously or faucets that drip can cause OUR water bills to increase dramatically. Our water bills group units together based on joint meters. If one bill suddenly increases there is no way for the Association to determine which unit has a problem. PLEASE monitor your own devices and have repairs done when needed. If there is a running toilet or faucet in a unit, it may not get detected right away and it can increase our water bills. Reminder to be conscious of this because water leaks can be very expensive.
  
- c) Security awareness – River Bend Condo. Association Security Tips presentation given by Jeff Horka.

## 11) NEW BUSINESS

- a) Consider continuing with annual non-CPA audit instead of form CPA audit
  - A brief discussion took place describing the legal requirements of having the Association books audited each year.
  - Sybil Offen made a motion to authorize RBCA to continue utilizing a non-CPA audit; Nancy seconded the motion. A vote was held with the results: Yay's: 14 Nay's: 0
  
- b) RBCA driveway BBQ – Thursday July 18th, 6:30 PM – 8:30 PM
  - Mike and Kris Bailey will bring their BBQ grill out onto their driveway July 18th. All community residents are invited to bring a chair, and a dish to pass. Come join us enjoy an evening of meeting your neighbors. An online sign up form will be distributed prior to the event to coordinate what to bring to the evening.

**12) ELECTION OF OFFICERS**

- a. Nominations –
  - i.) Two nominations required.
  - ii.) All terms are for two years.
- b. Election
  - i.) Kevin nominated Mike, Walter Second the nomination
  - ii.) Kris nominated Colleen, Tara Second the nomination
  - iii.) Sybil nominated Kevin, Jeff Second the nomination
- c. Vote results
  - i.) Both Colleen, Mike and Kevin accepted the nomination

**13) MEMBER COMMENTS**

Please contact Colleen Ferguson ([fergusco@mail.gvsu.edu](mailto:fergusco@mail.gvsu.edu)) if anyone is interested in Block Glass Block Windows for the small windows in our basements. If she buys more than two, she can get a discount.

**14) ADJOURNMENT: Time: 8:35PM**