



Plymouth Township, Michigan

ANNUAL Meeting

7:00 PM - Tuesday May 13th 2025

Plymouth Township Hall – Multi-Purpose Room
9955 North Haggerty Road, Plymouth MI 48170

~~AGENDA~~ MINUTES

1) COMMENCEMENT OF MEETING: Time: 7:00 PM

2) DIRECTORS ROLL CALL

- | | |
|----------------------------------|---------|
| a) Jeff Horka, President | Present |
| b) Tony Gullitti, Vice President | Present |
| c) Kris Whise, Secretary | Present |
| d) Nancy Davis, Treasurer | Present |
| e) Colleen Roney, Director | Present |

3) MEMBERS ROLL CALL

- | | | | |
|--------|--------------------------------------|---------|--|
| Unit 1 | Tony Gullitti present | Unit 10 | Rebecca Silva, present |
| Unit 2 | Walt & Melissa Mistak, present | Unit 11 | Patty Pozios, present |
| Unit 3 | Lisa Wiest, present | Unit 12 | Kris Whise & Mike Bailey, present |
| Unit 4 | Jeff & Theresa Horka, present | Unit 13 | Ali Kanberoglu, present |
| Unit 5 | Nancy Davis, present | Unit 14 | Chris Hanley, present |
| Unit 6 | Kevin Wagner, present by Proxy to JH | Unit 15 | Absent |
| Unit 7 | Absent | Unit 16 | Colleen & Alex Roney, present |
| Unit 8 | Absent | Unit 17 | Absent |
| Unit 9 | Absent | Unit 18 | Ariana Strzalka & Alaina Strzalka, present |
- Property Manager: AAM Area Manager Nicole Cairns, present

4) PROOF OF NOTICE Acknowledged

- a) 1st Notice emailed on February 16, 2025
- b) 2nd Notice emailed on April 13, 2025
- c) 3rd Notice emailed on May 9, 2025

5) QUORUM

- a) 35% of 18 units = 6
- b) 13 units in attendance or proxy provided
- c) Quorum achieved

6) APPROVAL OF MINUTES

- a) No comments received after last year's meeting minutes distribution
- b) Motion to approve
 - i) Made by: Alex Roney
 - ii) Seconded by: Theresa Horka
 - iii) Vote Results: 13 Yay's 0 Nay's

7) REPORT OF OFFICERS

- a) President
 - i) Thanks to our Association volunteers
 - (1) Nancy Davis, landscape improvements
 - (2) Melissa Mistak, for help in adding flowers
 - (3) Walt Mistak, irrigation system manager
 - (4) Scott Klender, garage light replacements
 - (5) Mike Bailey, for address painting, fence repair, no parking signs
 - ii) Tait's Cleaners update: Site has been sold to a private developer for a "family friendly" venue, however sale is under a "non-disclosure agreement" so final use is unknown.
 - iii) Autokiniton update: Jeff met with Plymouth Township Ordinance officer; officer went to Autokiniton and found rooftop mechanical units causing nuisance sounds. Autokiniton has replaced one unit and the other unit is "on order", it will be replaced when it arrives.
- b) Vice-President
 - i) No Report
- c) Treasurer (*numbers reported by Kris Whise by agreement with Nancy Davis*)
 - i) Accounts Interest Earned to date:
 - (1) CDs & Money Market:
 - ii) Account Balances as of May 6, 2025
 - (1) Chase Bank Checking account (bill paying account):
 - (2) Chase Bank Savings account (contributes to Reserve savings):
 - (3) CDs (contributes to Reserve savings):
 - (4) CFCU Money Market Business account (contributes to Reserve savings):
 - TOTAL:**
- d) Secretary

2024 Reserve fund goal 12/31/24 = \$ Account total 12/31/24 = \$

 - i) Annual Audit
 - (1) Annual audit was performed as required.
 - (2) Audit report was emailed out to all units as part of the 3rd meeting notice
 - (3) Overall Results:
 - (a) Bank accounts reconcile for all accounts after correcting the minor entry errors listed in the audit report

(4) A motion was made by Colleen Roney to accept and approve the RBCA 2024 financial audit

(a) Seconded by Mike Bailey

(i) Vote results: 13 Yay's 0 Nay's

ii) Consider continuing with annual non-CPA audit instead of formal CPA audit

(1) A motion was made by Kris Whise to have the 2025 annual audit prepared by a non-CPA (if possible) as has been done the in the past

(a) Seconded by Patty Pozios

(i) Vote results: 13 Yay's 0 Nay's

8) COMMITTEE REPORTS

a) Landscape Committee

i) Nancy Davis reported that although reduced areas were agreed upon between RBCA and contractor MT Toth, areas beyond agreed areas had mulch installed. Question rose as to whether we paid more than was agreed. Kris Whise stated MT Toth invoice for work billed agreed upon 50 CY.

ii) Discussion was held regarding individual units planting flowers or landscape improvements on their own. BOD indicated bylaws state approval for individual plantings or grounds adjustments must be granted by the Board. Members need to submit plan with plant / improvement details to Board prior to any installations.

iii) Kris Whise indicated for general knowledge, she and Mike are self-funding the design and installation of enhancements to the ground area alongside their unit. A plan has been submitted to the BOD and was approved. Work anticipated to commence June 1, 2025.

9) ELECTION OF OFFICERS

a) Returning BOD members with terms of 2024-2026:

i) Tony Gullitti

ii) Nancy Davis

iii) Kris Whise

b) Nominations for term of 2025 - 2027

i) Kris Whise nominated Jeff Horka

ii) Colleen Roney nominated Alex Roney

c) Motion made by Kris Whise for Jeff Horka and Alex Roney to join the Board of Directors for a 2-year term of 2025-2027.

i) Seconded by: Mike Bailey

ii) Vote Results: 13 Yay's 0 Nay's

10) UNFINISHED BUSINESS

a) N/A

11) NEW BUSINESS

- a) Introduction of new Property Manager(s)
 - i) Brief Introduction **Nicole Cairns**
 - ii) How to contact Nicole and/or AAM team
 - (1) Welcome package mailed to each unit was discussed and Nicole noted her contact information in the package. She stated to contact her with any and all questions, comments or concerns about the community.
 - (2) Included in package was information on App and/or web portal for "All Access" program. When members register with that app/portal, they can log in and request repairs, check the status of their accounts and much more. All were encouraged to register in the app/portal
 - iii) How to submit monthly assessments (options)
 - (1) The welcome package indicated a couple ways to pay assessments. Nicole stated if members use an auto check from their personal bank there will not be any fees associated with payment. Some options from the welcome package would have fees for using those services.
 - (2) Paper invoices were received for the 2025 May and June assessments since all the set up in new. Paper invoices will NOT be sent out in the future as RBCA would be charged for that service.
 - (3) It was commented that banks that send a paper check should have the "deliver by" date much earlier than the "first of the month" deadline in case there is an issue or delay with the US Postal service.
 - iv) Dues delinquency and fine policy – will follow bylaws
 - (1) Late fees will not be assessed for the month of May or June
 - (2) After this initial "setup" period, late fees and interest will be applied per the bylaws.
 - (3) Assessments (dues) are due BY the first of the month; after the 10th of the month they are late and fees will be applied to unit account.
 - v) General comment by BOD to Nicole – please email/correspond with ALL members of community, not just one person per address.
- b) Monthly Assessment Increase June 1, 2025 to \$385 - Increase dues by \$15.00/ month
 - i) Units which prepaid for the first 6 months of 2025 only need to submit the additional \$15 for June.
- c) Roof repairs to begin 2026
 - i) Reserve fund on track, however with the cost of everything rising we all must be prepared for possible special assessment due to continuing inflation and possible gutter and additional wood replacements
 - ii) The new management company will be working hard to solicit multiple proposals from reputable companies with the intent of getting the best value for RBCA funds.
- d) RBCA Picnic
 - i) Date Thursday June 19, 2025, 6:30-10:00 PM
 - ii) Driveway of 43015, Mike and Kris
 - iii) As usual, basic grill-able food and condiments will be provided; BYOBeverage & chair
 - iv) Sign up "google doc" form will be sent out in early June to select your "dish to pass" contribution

12) MEMBER COMMENTS

- a) Ariana Strzalka asked what could be done about the railroad crossing at Farmer Street heading into town. Tony Gullitti provided the crossing ID# and suggested calling the telephone number on the sign at the crossing to notify Railroad company of crossings poor condition.
- b) Nancy Davis indicated she tries to put unit trash cans in the unit driveways after pick up, if they have been blown around by strong winds. She asks that members put their address on their cans so she can be sure correct returns.

13) ADJOURNMENT: TIME: 8:01 PM

- a) Motion made by Jeff Horka to adjourn meeting.
 - i) Seconded by: Kris Whise
 - ii) Vote Results: 13 Yay's 0 Nay's