

# *Pheasant View Homeowners' Association*

PO Box 871463, Canton, MI 48187

[WWW.PHEASANTVIEW.ORG](http://WWW.PHEASANTVIEW.ORG)



Jim Hegarty	- President
Omar Alomary	- Vice President, Grounds & Maintenance Manager
Jamie Mitchell	- Secretary
Mark Waldbauer	- Treasurer
Kevin Whitaker	- Roadway Manager

## **REGULAR BOARD MEETING MINUTES Monday, September 10, 2018**

**LOCATION:** Canton Township Administration Building, HR Conference Room.

**BOARD MEMBERS PRESENT:** J. Hegarty, M. Waldbauer, K Whitaker, J Mitchell

**BOARD MEMBERS ABSENT:** O. Alomary

**GUESTS ALSO PRESENT:** K. Jahn

**CALL TO ORDER:** J. Hegarty called the meeting to order at 7:03 PM.

### **APPROVAL OF THE MINUTES:**

- ✓ *J. Hegarty motioned to approve the August 13, 2018 Board of Directors meeting minutes. Second by M. Waldbauer. Ayes all remaining present; the motion carried.*

**ANNOUNCEMENTS:** None

**CITIZEN / HOMEOWNER NON-AGENDA COMMENTS:** None

### **OFFICERS' REPORTS**

#### **PRESIDENT'S REPORT:**

- J. Hegarty reported that Canton Township met with homeowner at 43436 Southwick. The township has measured and marked the slabs for replacement. The Township will complete the work, but they do not have a schedule as of 8-13-18.
- ✓ *K. Whitaker motioned to approve the Presidents Report. Second by M. Waldauer. Ayes all present; the motion carried.*

#### **VICE PRESIDENT'S REPORT:**

- No report

#### **SECRETARY'S REPORT:**

- No report

#### **TREASURER'S REPORT:**

- August 16th –lot 160, 1536 Crowndale Lane, Reji & Jeena Alexander:
- Walked over to review a complaint of standing water in back yard. Homeowner believes the excess water is ponding in their back yard due to run-off from the elevated golf course “gold & black” tee box number 27 which is directly behind the home. I took pictures and created a

report which was sent to the Board for a response to the homeowner.

- August 18th – Attempted to file our annual report with the State of Michigan Corporations Division, Securities & Commercial Licensing Bureau, Department of Licensing and Regulatory Affairs (LARA). The State has an entirely new system. We have a new identification number, and a new “CID” & “PIN” number were assigned. I needed to log on to the old system to have the CID and PIN numbers emailed to me once my identity was confirmed. I eventually completed and filed our updated annual report with the State; only a three-hour process.
- August 18th - Paid the FY 2018 3rd Quarter payment to PRRMA.
- August 21st – worked to create a sample report which would show income & expense cashflow conditions as related to a monthly budget. The attempt is to show positive or negative numbers against a monthly budget number. I emailed a sample report to the Board for review.
- August 29th – prepared closing documentation for Donna Smith, Escrow Services, Title One Inc. on Lot 57; 2149 Stonebridge Way – Joseph and Trichelle Touma.
- September 8, 2018 – prepared the Treasurer’s report for the September meeting. Spent extra time re-working the HOA budget to coincide with a new “Monthly Budget Report” as requested.
- September 10<sup>th</sup> – Audit form just came online for workers comp.

✓ *J. Hegarty motioned to approve the Treasurer’s Report. Second by K. Whitaker. Ayes all present; the motion carried.*

## **DIRECTOR and COMMITTEE REPORTS**

### **ROADWAY MANAGER’S REPORT:**

- No PRRMA meeting held in August.
- Lot 58 reported that their garden was damaged by Oakley during a regular cutting cycle. Oakley spoke with the homeowner and they have come to an agreement on how this issue will be resolved. The board considers this matter closed.
- K. Whitaker will look at the photocell on the Crowndale entrance to try and get it working properly.

### **ARCHITECTURAL REVIEW COMMITTEE (ARC):**

- Deck replacement request for 1933 Stonebridge Way, Lot 98, has been APPROVED.

### **SUBDIVISION COMMUNICATION COORDINATOR’S REPORT: No Report**

## **ACTION ITEM REVIEW:**

### **OLD BUSINESS:**

- Mailbox Update:
  - Lot 87 has placed a new mailbox on lot 78. The Homeowner at lot 87 took the address numbers off the mailbox that was provided by the Association and put them on a new mailbox.
    - K. Whitaker will be reaching out to the homeowners at lot 78 to ask if they gave permission to lot 87 for this change.
    - K. Whitaker will also call the Canton Post Office to ask if this change was approved prior to these changes being made.
  - K. Whitaker will reach out to the new homeowners at lot 122 to ask if they would like the new mailbox. More details to come based on conversations still ongoing.

### **NEW BUSINESS:**

- There are 12 homes that have been deemed to have some unsightly conditions, we are reviewing those and will be working with the Township on how to move forward.
- K. Whitaker has begun working on RFP for snow removal and salt for the 2018/2019

season.

**NEXT MEETING DATE:** Monday, October 8, 2018 Canton Township Administration Building, HR Conference Room – 7:00 PM.

**ADJOURNMENT:** MOTION:

✓ *J. Hegarty motioned to adjourn at 8:30PM. Second by M. Waldbauer. Ayes all present; the motion carried.*

Minutes Respectfully Submitted,  
Jamie Mitchell  
Secretary – Pheasant View Homeowners' Association