

# *Pheasant View Homeowners' Association*

PO Box 871463, Canton, MI 48187

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



Jim Hegarty - President  
TejKiran Singh (Sunny) - Vice President, Grounds & Maintenance Manager  
Kevin Whitaker - Secretary  
Mark Waldbauer - Treasurer  
Don Watson - Roadway Manager

## **REGULAR BOARD MEETING MINUTES Thursday, December 17, 2020**

**LOCATION:** Each member at home, meeting via “Zoom” video conference, open and available to the membership. Zoom link is posted on the PVHA Facebook Page.

**BOARD MEMBERS PRESENT:** J. Hegarty, T. Singh, M. Waldbauer, K. Whitaker, D. Watson

**BOARD MEMBERS ABSENT:** None

**GUESTS ALSO PRESENT:** J. Waldbauer (Lot #113), Ben & Diane Langer (Lot #74)

**CALL TO ORDER:** J. Hegarty called the meeting to order at 7:01 PM

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

- ✓ *J. Hegarty motioned to approve the October 12, 2020 Board of Directors meeting minutes. Second by M. Waldbauer. Ayes all present; the motion carried.*

**ANNOUNCEMENTS:** None

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

### **OFFICERS' REPORTS**

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

- ZDF was to provide a draft to the Board of our Covenants & Restrictions / Bylaws within 60 to 90 days after the contract execution. The draft has not yet been presented although the contract was finalized in August 2020. J. Hegarty followed up with ZDF and they have committed to providing a draft to the Board in the January 2021 timeframe.
- The Canton Township Supervisor (Anne Marie Graham-Hudak) is wanting to attend a PVHA HOA meeting. We will provide our meeting schedule and suggest she attend either February or March (January's agenda will be focused on the 2021 budget).
  - ✓ *M. Waldbauer motioned to approve Presidents Report. Second by D. Watson. Ayes all present; the motion carried.*

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

- Lot #148 remains in violation for not having a sufficient number of curb trees. T. Singh will follow up with the Canton Township in the spring and continue to push for compliance.
  - ✓ *J. Hegarty motioned to approve Vice Presidents Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

**SECRETARY'S REPORT:**

- Nothing to report

**TREASURER'S REPORT:**

- The final water bills have been received and payment has been made to insure the expense is reflected in 2020.
- A payment of \$147.50 will be re-issued to Oakley for services provided (irrigation repair). Oakley never received the check in question.
- Accident Fund, the provider of PVHA's Workers Compensation Insurance, has been supplied six (6) times the required information for an annual audit. This highlights a level of incompetency and we will be pursuing changing insurance underwriters as a result.
- A reserve in the range of approximately \$15K to \$20K will be taken into 2021.
- PVHA has enrolled in the Preferred Rewards for Business program with Bank of America. This action provides additional relief from fees and expenses.
- PVHA will be evaluating a cloud subscription for QuickBooks. The desktop version will expire in May 2021.
  - ✓ *J. Hegarty motioned to approve the Treasurer's Report. Second by T. Singh. Ayes all board members present; the motion carried.*

**DIRECTOR and COMMITTEE REPORTS****ROADWAY MANAGER'S REPORT:**

- D. Watson and M. Waldbauer will address the street sign blade repair @ Summit Parkway and Southwick.
- The snow removal company (Seasonal Property Management) responded to the snow fall of December 16<sup>th</sup>. This was perceived favorably as it would appear the amount of snow that fell was less than the required 2 inches. They did however miss shoveling the sidewalk that runs along Beck. D. Watson will make the point with Seasonal that the sidewalks also need to be addressed for future snow falls.
- The PRRMA Board approved a 10% annual assessment increase for 2021. This will increase PVHA's PRRMA payment to \$58,793 (a \$5,345 increase).
- An investigation of upgrading the electrical fixtures at all three subdivision entrances (Pheasant View, Fairways, and Fairway Pines) will be performed in 2021.
- A modification to PRRMA's policy of assessing late fees has been approved. The policy will require email and regular mail notification of the missed payment followed by a 10-day grace period before fees are applied.

**ARCHITECTURAL REVIEW COMMITTEE (ARC):**

- No requests were made for the month

**SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:**

- Nothing to report

**OLD BUSINESS:**

- Nothing to report

**NEW BUSINESS:**

- The election of Board members held at the November 2020 annual meeting resulted in both T. Singh and K. Whitaker retaining their seats for a two-year term.
- Following a very brief election, it was the consensus of all members of the Board to retain their former office for 2021. The Officers for 2021 are:
  - President – Jim Hegarty
  - Vice President – TejKiran Singh (Sunny)

- Secretary – Kevin Whitaker
- Treasurer – Mark Waldbauer
- Roadway Manager – Don Watson
- K. Whitaker and J. Hegarty are open to evaluating switching roles mid-year if the governing documents allow.

**NEXT MEETING DATE:** Monday, January 11, 2021 @ 7:00 PM will be held via a Zoom conference call.

**ADJOURNMENT:**

✓ *J. Hegarty motioned to adjourn at 8:03 PM. Second by D. Watson. Ayes all present; the motion carried.*

Minutes respectfully submitted,  
Kevin Whitaker - Secretary