

Pheasant View Homeowners' Association

PO Box 871463, Canton, MI 48187

WWW.PHEASANTVIEW.ORG



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

REGULAR BOARD MEETING MINUTES Monday, January 9, 2023

LOCATION: Canton Township Administration Building, Meeting Room B. The Board meeting is also open and available to the membership via "Zoom" video conference. Zoom link is posted on the PVHA Facebook Page.

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

BOARD MEMBERS VIRTUALLY PRESENT: T. Singh

BOARD MEMBERS ABSENT: None

GUESTS ALSO PRESENT: None

CALL TO ORDER: K. Whitaker called the meeting to order at 7:07 PM

AGENDA: D. Watson motioned to add the 2023 Budget review to the Agenda. Second by J. Hegarty. Ayes all present; the motion is carried.

APPROVAL OF THE MINUTES:

- ✓ *J. Hegarty motioned to approve the December 14, 2022, Board of Directors meeting minutes. Second by T. Singh. Ayes all present; the motion carried.*

ANNOUNCEMENTS: None

CITIZEN / HOMEOWNER NON-AGENDA COMMENTS: None

OFFICERS' REPORTS

PRESIDENT'S REPORT:

- K. Whitaker has not set up the meeting with the **Welcoming Committee** team but plans to schedule that in the next two (2) weeks.
 - K. Whitaker will reach out to several homeowners that were write-in candidates to gauge their interest in running for a Board position. D. Watson will not be running for a position in the Fall, so the Board needs to begin searching for candidates.
 - D. Watson suggested we evaluate companies that would be interested in installing our Holiday lighting. K. Whitaker will reach out to our neighboring subdivision, Huntington Place, to determine what vendor they use for their lighting.
- ✓ *M. Waldbauer motioned to approve the President's Report. Second by D. Watson. Ayes all present; the motion carried.*

VICE PRESIDENT'S REPORT:

- T. Singh will reach out to D. Heinze to assist with the door-to-door curb tree campaign. T. Singh plans to reach out to affected homeowners in April.
- ✓ *J. Hegarty motioned to approve the Vice President's Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

SECRETARY'S REPORT:

- J. Hegarty requested a Board member to upload the Monthly meeting minutes to the DropBox folder since he has reached his 2 TB limit.
- J. Hegarty will send February 2022 through November 2022 monthly minutes to K. Whitaker to upload to DropBox.
- ✓ *M. Waldbauer motioned to approve the Vice President's Report. Second by T. Singh. Ayes all present; the motion carried.*

TREASURER'S REPORT:

- M. Waldbauer provided a summary of the Treasures reports to the Board for review. There were no questions or concerns.
- ✓ *D. Watson motioned to approve the Vice President's Report. Second by T. Singh. Ayes all present; the motion carried.*

DIRECTOR and COMMITTEE REPORTS

ROADWAY MANAGER'S REPORT:

- D. Watson shared that the PRRMA meeting should be occurring in the next two (2) weeks. There has only been two (2) PRRMA meetings in the past six (6) months.
- J. Hegarty asked if the PRRMA Bylaws require monthly meetings. K. Whitaker offered to reach out to Bill Serchak. D. Watson suggested to hold off – for now.
- J. Hegarty reviewed the PRRMA Bylaws and confirmed that the PRRMA Board meetings are required to be held monthly.
- ✓ *J. Hegarty motioned to approve the Vice President's Report. Second by T. Singh. Ayes all present; the motion carried.*

ARCHITECTURAL REVIEW COMMITTEE (ARC):

- No new requests for the month of December.

SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:

- M. Waldbauer reporting on behalf of J. Waldbauer, who was not able to attend the Board meeting.
- M. Waldbauer shared that GoDaddy expires on June 14, 2023. They have moved their platform to Microsoft Office 365 and they notified PVHA that the email domains that we are using, board@pheasantview.org, treasurer@pheasantview.org,

president@pheasantview.org, secretary@pheasantview.org, etc. may go away. This may be an issue, but J. Waldbauer will let us know more in June.

- M. Waldbauer shared that pvha@pheasantview.org is still active and will remain active. This may be an issue, but J. Waldbauer will let us know in June.
- J. Hegarty suggested that J. Waldbauer might want to consider posting the Subdivision Communications Coordinator position on our Facebook site to determine if there is an interest in a homeowner filling the position.

OLD BUSINESS:

- No Old Business

NEW BUSINESS:

- **2023 Budget Review**

- The Board spent time reviewing the Budget materials prepared by M. Waldbauer.
- The subdivision has three (3) homeowners that choose not to pay their 2022 Assessments.
- We are due late fees of \$220.00 from Lots #25 and #41.
- We are due interest of \$76.00.
- We have annual assessments that are due of \$1,100.00.
- Based on history, M. Waldbauer will not include any of the previous assessments, late fees, or interest fees in the 2022 Budget.
- D. Watson suggested that we budget for 160 homes versus the 162 homes that are in our subdivision. Since two (2) homeowners have not paid their 2022 assessments, there is a concern that they will likely not pay their 2023 assessment and we should incorporate that into our 2023 Budget.
- After much discussion, the Board agreed that we should budget for 162 homes for the 2023 Assessments.
- J. Hegarty suggested the 2023 Assessments should be set to \$595.00.
- Inflation is 7.7% for the past two years (2) and the Board is proposing 9.1% increase.
- Our assessments have not been increased since 2020, three (3) years.
- M. Waldbauer is concerned that there may be issues with some homeowners writing the checks for the correct amount. There have been issues in the past with a few homeowners writing checks for incorrect amounts. If the assessment is set to \$600.00, there is a higher probability that the checks will be accurate.
- D. Watson suggested that the additional \$800.00 is much needed, especially when we consider all of the landscaping repairs that need to be done.
- After much discussion, the Board agreed to set the 2023 Assessments at \$600.00.
- J. Hegarty suggested that we post a message on Facebook and/or send an email to the homeowners and provide an update on the assessments and include the justification for the increase.

✓ *M. Waldbauer motioned to adopt the proposed spending plan for 2023. Second by K. Whitaker. Ayes all present; the motion carried.*

NEXT MEETING DATE: Monday, February 13, 2023 @ 7:00 PM from the Canton Township Administration building, Meeting Room B and via a Zoom conference call.

ADJOURNMENT:

✓ *J. Hegarty motioned to adjourn at 8:25PM. Second by D. Watson. Ayes all present; the motion carried.*

Minutes Respectfully Submitted,
Jim Hegarty
Secretary – Pheasant View Homeowners' Association