

Call to order: An Annual meeting of the **Oakwood Meadows Homeowners Association** was held in South Lyon, MI on April 21st, 2021. The meeting convened at 7:05, President Jim Smalley presiding, and Larry Wildt, Secretary.

Board Members in attendance:

Gary Buch
Robert Grand
John Long
Roy Meadows
Jim Smalley
Larry Wildt

Members in Attendance

Marc Galloway
Bob Murphy

Approval of minutes:

Minutes from the prior meeting were corrected, approved and posted on OakwoodMeadows.org.

President Comments

Current Board

- Jim Smalley President and Board member since 2014.
- Robert Grand Vice President, webmaster, and Board member since 2018.
- Larry Wildt Secretary and Board member since 2014.
- Roy Meadows Treasurer and Board member since 2014.
- Gary Buch Board member at-large since 2020.
- John Long Board member at-large, also served as VP, since 2015.
- Brad Oyster Board member at-large since 2020.
- Mark Zemko Board member at-large and building committee since 2015.

Voting

Homeowner members in good standing get one vote per household.

- Candidate Nominations for Board of Directors
- Ken Bien- Sub 2 member.
- Robert Grand- Sub 1 member.
- Roy Meadows- Sub 1 member.
- Jim Smalley- Sub 2 member.
- Larry Wildt- Sub 1 member.

2020 Recap from the President

Virtual meetings and member email addresses

- Board changed to virtual meetings in March 2020, which are planned to continue.
- Membership email contact information is becoming essential.
- New board members were elected at the Annual Meeting on April 25, 2020.
 - Gary Buch Board member at large.
 - John Long Board member at large.
 - Brad Oyster Board member at large.
 - Mark Zemko Board member at large.
- The board operated within the approved budget.
- Association Dues
- 100% of members paid the yearly dues by July 18. Thank you!!!
 - Going forward, please remember dues are to be paid by June 1.
 - Inquires to Board –All reported violations are closed.
- Completed maintenance and cleanup
 - Drain issue at Sequia & Daleview was reported and repaired.
 - A large tree that split and fell into the pond was removed.
 - Four broken or fallen trees within the HOA common areas were removed.
 - The photo sensor for the post light at the Daleview entrance was repaired.
 - Pond treatment was completed three times.
- Pond geese deterrent system was implemented this spring.
- The front monument committee was reformed. An updated project scope was developed.

Treasurer report for 2020-2021

Treasurer's Report

Details are posted on your website:
oakwoodmeadows.org

OMHOA Financial Statement for 2020 to 2021

Opening Bank Balance 3/31/2020	Checking	\$14,176.74
	Savings	\$16,546.95
	Total Beginning Balance	\$30,723.69
Deposits	Checking	\$15,000.00
	Savings	\$0.00
	Interest	\$8.37
	Total Available Funds	\$45,732.06
Expenses	Less Checking Expenses	\$16,978.76
	Less Savings Expenses	\$0.00
Year End Balance		\$28,753.30
Year End Bank Balance 4/1/2021	Checking	\$12,202.98
	Savings	\$16,550.32
	Total	\$28,753.30

Treasurer's Report (continued)

Spending to Budget Review

Treasurer Report
April 1, 2020
to
March 31, 2021

	Budget	Spending	Category
Association Costs			
Insurance - 2021	\$1,600.00	\$1,624.00	Insurance
Office Expense (supplies)	\$800.00	\$782.58	Office Expense
P.O. Box	\$80.00	\$92.00	PO Box
Website	\$0.00	\$12.00	Website
Michigan Annual Report	\$20.00	\$20.00	Michigan Annual Report
Bank Fees	\$0.00	\$0.00	Bank
Legal Fees - General	\$500.00	\$160.00	Legal - General
Mileage	\$0.00	\$0.00	Mileage
DTE Energy	\$1,000.00	\$892.51	DTE
CPA	\$400.00	\$0.00	CPA
Management Committees			
Grass Cutting	\$4,000.00	\$2,210.00	Grass - Cutting
Front Entrance Maintenance	\$400.00	\$125.00	Front Entrance - Maint
Common Area - Brush and Tree Removal	\$5,000.00	\$4,075.00	Brush & Tree Removal
Spring & Fall Cleanup	\$1,000.00	\$860.00	Spring & Fall Cleanup
Weed & Feed - 2021	\$500.00	\$472.72	Grass - Weed & Feed
Emergency Maintenance	\$1,000.00	\$0.00	Emergency Maintenance
Park Improvement	\$500.00	\$209.32	Park Improvement
Pond Committee			
Weed Control - 2020	\$2,400.00	\$2,304.00	Pond - Weed Control
Water Testing (Health Purposes)	\$100.00	\$0.00	Pond - Water Testing
Fish	\$0.00	\$0.00	Pond - Fish
Operating Fund			
Leins Filed	\$0.00	\$0.00	Legal - Leins
Member Event	\$400.00	\$0.00	Member Event
Monument Fund			
	\$12,000.00	\$3,139.63	Front Entrance - Monume
Total	\$31,700.00	\$16,978.76	

Treasurer's Report (continued)

Check Register April 1, 2020 to March 31, 2021

CHECK REGISTRY				Totals \$16,978.76			
Number	Date	Amount	Category	Number	Date	Amount	Category
1505	4/16/2020	\$67.99	DTE	1529	10/13/2020	\$650.00	Grass - Cutting
1506	VOID			1530	11/1/2020	\$67.65	DTE
1507	5/1/2020	\$68.00	DTE	1531	12/3/2020	\$585.00	Spring & Fall Cleanup
1508	5/1/2020	\$66.00	Office Expense	1532	12/3/2020	\$260.00	Grass - Cutting
1509	5/3/2020	\$117.22	Office Expense	1533	12/3/2020	\$63.02	DTE
1510	5/22/2020	\$100.00	Legal - General	1534	12/3/2020	\$125.00	Front Entrance - Maint
1511	5/22/2020	\$275.00	Spring & Fall Cleanup	1535	12/15/2020	\$1,624.00	Insurance
1512	6/25/2020	\$260.00	Grass - Cutting	1536	1/11/2021	\$84.08	DTE
1513	6/25/2020	\$55.00	Office Expense	1537	1/11/2021	\$472.72	Grass - Weed & Feed
1514	6/26/2020	\$109.06	DTE	1538	1/11/2021	\$80.16	DTE
1515	VOID			1539	2/11/2021	\$88.66	Office Expense
1516	7/3/2020	\$520.00	Grass - Cutting	1540	3/10/2021	\$185.48	Park Improvement
1517	7/23/2020	\$60.00	Legal - General	1541	3/10/2021	\$65.70	Office Expense
1518	7/23/2020	\$54.75	Office Expense	1542	3/16/2021	\$327.90	Office Expense
1519	7/23/2020	\$7.35	Office Expense	1543	3/16/2021	\$75.65	DTE
1520	7/23/2020	\$12.00	Website	1544	3/19/2021	\$204.00	Pond - Weed Control
1521	8/8/2020	\$61.19	DTE	1545	3/26/2021	\$23.84	Park Improvement
1522	8/31/2020	\$20.00	Michigan Annual Report			\$2,333.00	Front Entrance - Monuments
1523	8/31/2020	\$92.00	PO Box	1546	3/26/2021		
1524	8/31/2020	\$520.00	Grass - Cutting	1547	3/26/2021	\$72.71	DTE
1525	9/15/2020	\$4,075.00	Brush & Tree Removal			\$806.63	Front Entrance - Monuments
1526	9/15/2020	\$61.32	DTE	1548	3/31/2021		
1527	9/30/2020	\$81.68	DTE				
1528	10/11/2020	\$2,100.00	Pond - Weed Control				

➤ Financial Review

- Due to COVID concerns and the extended tax season, the financial review for the fiscal year April 1, 2019 to March 31, 2020 was not completed. The previous two fiscal years were audited with no findings found; meaning we are operating in compliance.
- The next review will occur for the fiscal year April 1, 2020 to March 31, 2021. This will be scheduled and planned to be performed later this year.
- We will continue the annual financial review practice by an outside firm to ensure continued compliance with the Bylaws.

Committee Reports

➤ **Pond Committee - Brad**

- Water quality testing is planned to be performed in late-April, June, & August.
- Water treatment is planned to be performed as needed.
- A pair of floating Swan decoys were placed near both ends of the pond this spring as a geese deterrent system.

How and Why the Swans Deter Geese

Swans are very territorial animals as they naturally compete with geese for nesting space and food. It is well known that a pair of goose repellent decoys can deter or even scare away a flock of geese before they have the chance to nest. Each pair of swan decoys will protect up to 1 acre of water.



Committee Reports (continued)

➤ **Building Committee - Jim**

- Please be sure to contact the committee before you start. Thank you.
- We'll review all proposals for conflicts with the restrictions that might result in a violation.
- After our review is approved, you still MUST review your proposal regarding local township requirements.
- Any updates to the Building Committee members will be posted on the website.

Committee Reports (continued)

➤ **Restrictions - Jim**

Green Oak Township Ordinances

As township ordinances are improved and updated, it makes sense to review our HOA documents. By aligning our restrictions document with the ordinances, the township would become responsible for the cost and any litigation that may result from a violation.

Sub 1

The “Trailer, Trucks, Commercial Vehicles” section has been discussed by the board in an effort to more closely align with the current township ordinances. A proposal to the Sub 1 membership is planned for later this year for their consideration and potential vote.

Sub 2

Discussions by the board are continuing in order to re-evaluate the previous restrictions proposals and to encourage Sub 2 membership participation in future voting.

All on-Hold due to COVID

Committee Reports (continued)

➤ **Front Entrance Committee – Robert**

Board Approved Monument Project

Approved Budget: \$12,000

Scope

- Remove two monuments and surrounding ground cover. Replace with grass seed.
- Reshape Eastern side Ponderosa monument to be similar size / shape of Daleview monument. Reface two monuments and install new sign on top. Refresh surrounding ground cover. Trim trees and rework electrical / lighting as needed.

Project Leadership

- After discussions with the monument committee, Robert Grand took over as project leader.

Recently Completed Tasks

- Detailed measurements of monuments.
- Researched and determined the type of new sign that would mount to top of monuments and their estimated costs.
- Created a scaled drawing with dimensions for both styles of monuments.
- Created a summary of the project and its estimated costs. Presented summary to HOA President and then the board.
- **Based upon a total project estimated cost of more than \$20,000, the project scope was updated.**

Current Monuments



Committee Reports (continued)

➤ **Front Entrance Committee – Robert**

Updated Project Scope

Approved Budget: \$12,000

Scope

- Keep all four monuments as they are in good shape. A detailed visual inspection was performed.
- Removed one of the current signs and inspected the attachment system. Detailed measurements were taken. Based upon the poor condition of the current sign attachment system, it will be replaced and updated before mounting the new signs.
- The current monuments will be cleaned by pressure water blasting.
- Design new, updated, and refreshed signs that will mount to a new attachment system.
- Trim trees and rework electrical / lighting as needed along with refreshing the surrounding monument ground cover.

Total Cost Estimate: under \$10,000

Committed expenses to date: ~\$6,600 for 4 new monument signs, 2 new U-shaped upper signs, and power washing of all monuments.

All unused funds from the budget will be returned to the HOA general fund.

Committee Reports (continued)

➤ **Front Entrance Committee – Robert**

New Monument Sign Design

- The new sign material will be 2" thick High Density Urethane (HDU).
- The new sign background is a fake woodgrain that is sand blasted into sign surface.
- The lettering, swirls, tree, and border will be 3D, standing-out from the background.
- The new sign design is different than the current 14"x72". The 72" width is maintained, but the height is increased by about 50%. On both Daleview monuments, the design will go over the concrete top.

Approved Monument Sign Design



Committee Reports (continued)

➤ **Front Entrance Committee – Robert**

Upper Signs on Ponderosa Rd Monuments

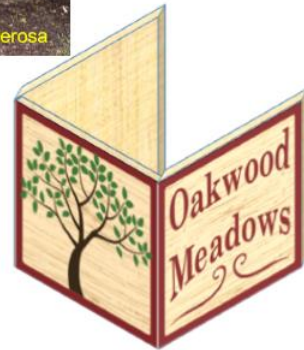
- Both monuments on Ponderosa Rd have upper signs that will be replaced to match the style of the new signs.



Approved Upper Sign Design



Approximate 3D View

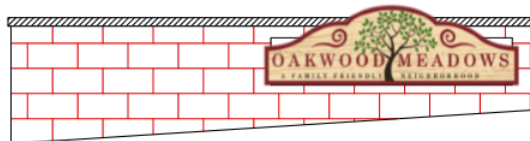


Committee Reports (continued)

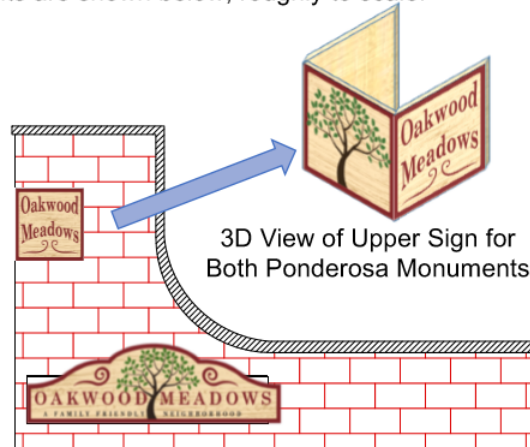
➤ **Front Entrance Committee – Robert**

New Signs Installed onto Monuments

- The new signs approximate look on the monuments are shown below; roughly to scale.



Monument on the Western side of Daleview



Monument on the Eastern side of Ponderosa

Committee Reports (continued)

➤ **Website - Robert**

- The site is mobile friendly so can be easily accessed by smartphone or tablet.
- Useful Documents
 - Announcements, financial status / reports, and board meeting documents are regularly posted on the site.
 - Subdivision Parcel Maps, restriction documents, and HOA Bylaws are available on the BYLAWS & RESTRICTIONS page.
- Contact the Board, Webmaster, or Building Committee
 - The building committee can be easily contacted by a simple fill-in-the-blank form on the COMMITTEES webpage. Please be sure to contact the building committee before any home improvement projects.
 - The board can be contacted by the form on the CONTACT webpage. We'll do our best to reply to your requests in a timely manner.
 - For any suggestions or concerns about the website, you can contact Robert by filling out the form at the bottom of any webpage.

Your support and opinions help shape the future of our website.

Committee Reports (continued)

➤ **Spring Cleanup**

- We will schedule the cleanup and removal of additional fallen trees in the park areas, as appropriate.
- Once the new signs are installed, the front entrance monument surrounding areas will be refreshed and cleaned-up.

➤ **Roads**

- The roads are not owned by and are not the responsibility of the Oakwood Meadows Association.
- The board followed through from a request from the members to work with the township/county to seek a remedy for the roads.
- Per the townships direction, the Association assessed the interest level from the members for the township to proceed to the next step.
- Based upon the survey result from the members, there was not close to enough support from the membership.
- We encourage the membership to contact the township directly on the street conditions.

➤ **Safety Alert**

- Please be aware of your vehicle speed in the subdivision.

Voting Results

Board of Directors

- Ken Bien – 22 votes
- Robert Grand – 32 votes
- Roy Meadows – 39 votes
- Jim Smalley – 42 votes
- Larry Wildt – 39 votes

Proposed dues for 2021

- **Yes – 45**
- **No - 4**

Member Discussion:

Question

Very professional and well handled presentation

Answer from Jim (summary)

Thank you!

Question

How do the members pay the annual dues?

Answer from Jim (summary)

A mailing will be sent out shortly to the members.

Adjournment: The meeting was adjourned at 7:37 pm.

Larry Wildt

Date of approval:

Oakwood Meadows Homeowners Association