

**Call to order:** An Annual meeting of the **Oakwood Meadows Homeowners Association** was held in South Lyon, MI on April 18th, 2023. The meeting convened at 7:00, Vice President Robert Grand presiding, and Larry Wildt, Secretary.

**Board Members in attendance:**

Larry Wildt  
Robert Grand  
Suzan Lowe  
John Long  
Ken Bien  
Jim Smalley

**Members in Attendance**

Bob Latka  
David Laity  
Mark Tomaszewski  
Marc Galloway  
Mike Trosell  
Brian Nichols  
Jarad Nichols  
Joseph Gallo  
Joni Gallo

**Approval of minutes:**

Minutes from the prior meeting were corrected, approved and posted on [OakwoodMeadows.org](http://OakwoodMeadows.org).



Meeting Call to Order

➤ **Current Board**

- Jim Smalley            President
- Robert Grand        Vice President
- Brad Oyster          Treasurer
- Larry Wildt            Secretary
- Ken Bien              Board member at-large
- John Long             Board member at-large
- Suzan Lowe          Board member at-large
- Vacant                 Board member at-large (vacated by Roy Meadows)

➤ **Meeting Process**

- **Attendees**
  - Please provide member name(s) and address on sign-in sheet.
  - Accurate meeting attendance records are important.
- **Questions**
  - Please request to be recognized by the chair.
  - Once recognized, share your comments for discussion.
  - You can also decide to wait until the open discussion section.

**The meeting will adjourn by 9PM.**



2022 Recap

➤ **What happened at Oakwood Meadows last year**

- Membership email contact information is essential. We never send spam.
- New board members were elected at the Annual Meeting on April 19, 2022.
  - Ken Bien, John Long, Suzan Lowe, Brad Oyster
- The board operated within the approved budget.
  - Two additional items were voted-on, approved, and added to last year's budget.
    - A special pond treatment for Water Meal, which is thought to be brought in on Geese from other bodies of water and is very difficult to eradicate.
    - Five identified HOA common area trees of concern were removed / trimmed.
      - At the Daleview Drive entrance area; on Ponderosa Drive across from the pond; at the pond on the path to the back common area; near the pond entrance; Dead pine tree that had fallen down.
- Association Dues
  - 99% of members paid the yearly dues by July 18. Thank you!!
  - **Please remember dues are to be paid by June 1 to be in good standing.**
- Inquires to Board – All reported violations are closed.
- Pond geese deterrent system implemented in spring of 2020 and planned to continue.
- For the front monuments area, the ground cover planting and mulch refreshing was done. This project is now complete. All unused funds returned to general HOA account.
- A sub 2 member contacted the board with a proposed addition. After a thorough evaluation by the building committee & HOA restrictions, the design was approved.
- A member Meet & Greet at Aubree's was well attended.



Treasurer's Report

Details are posted on your website:  
[oakwoodmeadows.org](http://oakwoodmeadows.org)

**OMHOA Financial Statement for 2022 to 2023**

<b>Opening Bank Balance 3/31/2022</b>	Checking	\$16,109.09
	Savings	\$16,863.77
	<b>Total Beginning Balance</b>	<b>\$32,972.86</b>
<b>Deposits</b>	Checking	\$15,224.33
	Savings	\$0.00
	Interest	\$8.49
	<b>Total Available Funds</b>	<b>\$48,205.68</b>
<b>Expenses</b>	Less Checking Expenses	\$19,621.96
	Less Savings Expenses	\$0.00
<b>Year End Balance</b>		<b>\$28,583.72</b>
<b>Year End Bank Balance 4/1/2023</b>	Checking	\$11,711.46
	Savings	\$16,872.26
	<b>Total</b>	<b>\$28,583.72</b>



**2023 Annual Meeting**

April 18, 2023

**Treasurer's Report (continued)**

**Spending to Budget Review**

**Treasurer Report**

April 1, 2022  
to  
March 31, 2023

<b>Spending to Budget Review</b>			
	<b>Budget</b>	<b>Spending</b>	<b>Category</b>
<b>Association Costs</b>			
Insurance - 2021	\$1,700.00	\$1,644.00	Insurance
Office Expense (supplies)	\$500.00	\$680.39	Office Expense
P.O. Box	\$120.00	\$156.00	PO Box
Website (3 years)	\$50.00	\$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	\$480.00	Legal - General
Mileage	\$0.00	\$0.00	Mileage
DTE Energy	\$1,000.00	\$488.86	DTE
CPA	\$400.00	\$525.00	CPA
<b>Management Committees</b>			
Grass Cutting	\$4,000.00	\$3,887.00	Grass - Cutting
Front Entrance Maintenance	\$400.00	\$969.32	Front Entrance - Maint
Common Area - Brush and Tree Removal	\$4,000.00	\$4,300.00	Brush & Tree Removal
Spring & Fall Cleanup	\$1,000.00	\$0.00	Spring & Fall Cleanup
Weed & Feed	\$500.00	\$557.81	Grass - Weed & Feed
Emergency Maintenance	\$1,000.00	\$0.00	Emergency Maintenance
Park Improvement	\$0.00	\$0.00	Park Improvement
<b>Pond Committee</b>			
Weed Control	\$2,400.00	\$3,350.00	Pond - Weed Control
Water Testing (Health Purposes)	\$100.00	\$91.00	Pond - Water Testing
Fish	\$0.00	\$0.00	Pond - Fish
<b>Operating Fund</b>			
Liens Filed	\$0.00	\$0.00	Legal - Liens
Member Event	\$400.00	\$210.58	Member Event
<b>Total</b>	<b>\$18,090.00</b>	<b>\$17,371.96</b>	
<b>Remaining Monument Fund Budget</b>	<b>\$5,360.58</b>	<b>\$2,250.00</b>	Front Entrance - Monuments



**2023 Annual Meeting**

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**Treasurer's Report**  
(continued)

**Check Register**  
April 1, 2022  
to  
March 31, 2023

CHECK REGISTRY		Totals	\$19,621.96	
Number	Date	Amount	Category	
1589	4/3/23	\$59.15	DTE	
1590		VOID		
1591	5/3/22	\$23.69	DTE	
1592	5/3/22	\$31.26	DTE	
1593	5/4/22	\$118.36	Office Expense	
1594	6/2/22	\$22.60	DTE	
1595	6/2/22	\$26.03	DTE	
1596	6/2/22	\$480.00	Legal - General	
1597		VOID		
1598	6/7/22	\$91.00	Pond - Water Testing	
1599	6/5/22	\$507.00	Grass - Cutting	
1600 - (invoice 1)	6/8/22	\$650.00	Front Entrance - Monuments	
1601 - (invoice 2)	6/25/22	\$650.00	Front Entrance - Monuments	
1602	7/6/22	\$525.00	CPA	
1603	7/28/22	\$4,300.00	Brush & Tree Removal	
1604	7/28/22	\$20.00	Michigan Annual Report	
1605	7/28/22	\$30.63	DTE	
1606	7/28/22	\$35.71	DTE	
1607	7/28/22	\$12.00	Website	
1608	8/2/22	\$156.00	PO Box	
1609	8/3/22	\$845.00	Grass - Cutting	
1610	8/4/22	\$676.00	Grass - Cutting	
1611	8/18/22	\$400.00	Front Entrance - Monuments	
1612	8/18/22	\$969.32	Front Entrance - Maint	
1613	8/29/22	\$18.06	DTE	
1614	8/29/22	\$16.13	DTE	
1615	8/29/22	\$150.00	Front Entrance - Monuments	
1616	8/29/22	\$60.00	Office Expense	
1617	9/6/22	\$400.00	Front Entrance - Monuments	
1618	9/11/22	\$125.67	Office Expense	
1619	9/17/22	\$210.58	Member Event	
1620	9/29/22	\$43.18	DTE	
1621	9/29/22	\$557.81	Grass - Weed & Feed	
1622	10/3/22	\$1,352.00	Grass - Cutting	
1623	10/18/22	\$3,350.00	Pond - Weed Control	
1624	10/25/22	\$43.04	DTE	
1625	11/5/22	\$507.00	Grass - Cutting	
1626	11/27/22	\$44.43	DTE	
1627	11/29/22	\$7.85	Office Expense	
1628		VOID		
1629		VOID		
1630	12/19/22	\$1,644.00	Insurance	
1631	1/3/23	\$42.51	DTE	
1632	1/5/23	\$94.31	Office Expense	
1633	2/9/23	\$26.74	DTE	
1634	3/2/23	\$25.70	DTE	
1635	3/9/23	\$274.20	Office Expense	



**2023 Annual Meeting**

April 18, 2023

**Treasurer's Report** (continued) **Budget Comparison**  
April 2023 to March 2024 vs April 2022 to March 2023

<b>Budget Comparison</b>	<b>2023-2024 Budget</b>	<b>2022-2023 Budget</b>	<b>Category</b>
<b>Association Costs</b>			
Insurance - 2021	\$1,700.00	\$1,700.00	Insurance
Office Expense (supplies)	\$700.00	\$500.00	Office Expense
P.O. Box	\$160.00	\$120.00	PO Box
Website (3 years)	\$50.00	\$50.00	Website
Michigan Annual Report	\$20.00	\$20.00	Michigan Annual Report
Bank Fees	\$0.00	\$0.00	Bank
Legal Fees - General	\$500.00	\$500.00	Legal - General
Mileage	\$0.00	\$0.00	Mileage
DTE Energy	\$700.00	\$1,000.00	DTE
CPA	\$400.00	\$400.00	CPA
<b>Management Committees</b>			
Grass Cutting	\$4,500.00	\$4,000.00	Grass - Cutting
Front Entrance Maintenance	\$1,000.00	\$400.00	Front Entrance - Maint
Common Area - Brush and Tree Removal	\$3,000.00	\$4,000.00	Brush & Tree Removal
Spring & Fall Cleanup	\$1,000.00	\$1,000.00	Spring & Fall Cleanup
Weed & Feed	\$700.00	\$500.00	Grass - Weed & Feed
Emergency Maintenance	\$1,000.00	\$1,000.00	Emergency Maintenance
Park Improvement	\$0.00	\$0.00	Park Improvement
<b>Pond Committee</b>			
Weed Control	\$2,400.00	\$2,400.00	Pond - Weed Control
Water Testing (Health Purposes)	\$100.00	\$100.00	Pond - Water Testing
Fish	\$0.00	\$0.00	Pond - Fish
<b>Operating Fund</b>			
Liens Filed	\$0.00	\$0.00	Legal - Liens
Member Event	\$400.00	\$400.00	Member Event
<b>Total</b>	<b>\$18,330.00</b>	<b>\$18,090.00</b>	
<b>2023-2024 Budget</b>	<b>1.3%</b>	<b>Percent Increase</b>	



Treasurer's Report (continued)

➤ **Financial Review**

- A financial review was completed by an outside firm for the fiscal year of April 1, 2021 to March 31, 2022.
- On June 30, 2022, B.W. Smith + Company, CPA, PC reported the financial review results. All identified items were corrected. The year-end checking account balance now agrees with the credit union bank statement; meaning we are operating in compliance.
- The next review will occur for the fiscal year April 1, 2022 to March 31, 2023. 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**

- Water quality testing is planned to be performed in May, July & Aug/Sept.
- Water treatment is planned to be performed as needed; typically twice per year. In 2022, an additional treatment was needed for Water Meal, which is thought to be brought in on Geese from other bodies of water and is difficult to eradicate.
- A pair of floating Swan decoys will be placed near both ends of the pond this spring as a geese deterrent system.

➤ **Building Committee**

- A Sub 2 member contacted the board with a proposed addition. The member's design was thoroughly evaluated with respect to the HOA restrictions. The building committee approved the proposed addition in November 2022.
- Please be sure to contact the committee before you start. Thank you.
  - We'll review all proposals for potential 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.

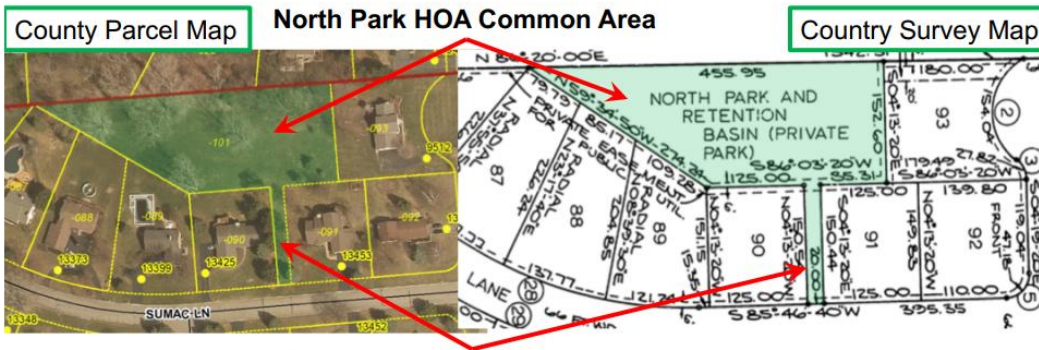


Committee Reports (continued)

➤ **Building Committee** (continued)

**North Park HOA Common Area**

- Trees will be professionally evaluated for susceptibility of causing property damage.
- 20 foot wide “Right of Way” area between lots 90 & 91 provides public access to North Park (essentially an easement).



**Right of Way for North Park (public access usage)**



Committee Reports (continued)

➤ **Restrictions**

**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.

**Board Activity**

Discussions have focused on re-evaluating the previous restrictions proposals, develop new proposals, and how to encourage membership participation in future voting.

**By-Laws Voting on Restriction Documents**

Due to the way the voting is implemented in the HOA by-laws for the restriction documents, **not returning a ballot is equivalent to a NO vote.**

We encourage all members to participate to ensure that any restriction document voting represents the consensus of the HOA community members.



Committee Reports (continued)

➤ **Front Entrance Committee**

**Summary**

**Finished**

- All brick monuments were power washed and sealed.
- All sign mounting systems were completely replaced.
- All signs were replaced with modern design.
- The trees / shrubs were trimmed.
- The ground cover mulch was refreshed.
- The old ground cover and plants were removed (as needed) or trimmed.
- New low-lying plants were planted.
- Both primary stand lamps were replaced with LED bulbs.
  - Significantly reduced electrical bills have already been noticed.

**Project Financials**

Board Approved Budget:	\$12,000
Total Project Costs:	\$8,889.42
Remaining Budget:	<b>\$3,110.58</b>

**This project is completed.**

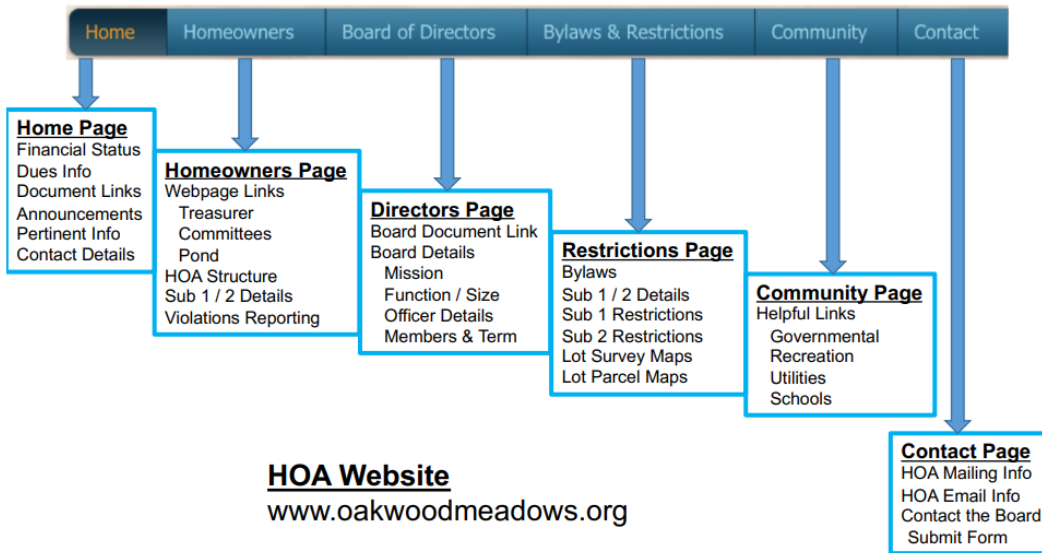
**All remaining funds have been returned to the HOA general account.**



Committee Reports (continued)

➤ **Mobile Friendly Website Summary**

- Easily accessed by smartphone, tablet, or Laptop / Mac browser.





Committee Reports (continued)

➤ **Roads**

**General Road Information**

- The roads are not owned by and are not the responsibility of the Oakwood Meadows Homeowners Association.
- The board encourages all homeowners to contact the township directly to report street conditions that need repair.

**Road Resurfacing Project Survey**

- In April of 2022, the board sent a road survey to all members (except those on 10 Mile Road). The survey had one objective:  
Do you want the board to start the process of formally investigating the road resurfacing with the appropriate township and/or country officials?
- Member Results
  - YES: 50 votes (52.6% of 95 homes included in this survey)
  - NO: 20 votes
  - Did Not Return Survey: 25

**The vote failed the 60% minimum.**
- Since there is less than 60% membership interest in the board beginning the process with the township, the board will take no action.



Committee Reports (continued)

➤ **Spring Cleanup**

- We will schedule the cleanup and removal of additional fallen trees in the HOA common park areas, as appropriate.
- Mulch in the pond area is planned to be refreshed.

➤ **Safety Alert**

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



Annual Elections Results

➤ **Voting Results**

- Board Members (top 4 serve a 2-year term)
  - Robert Grand - 34
  - Tim Hefferan - 21
  - Brian Nichols - 28
  - Joan Shifferd - 31
  - Jim Smalley - 41
  - Larry Wildt - 42
- Dues Approval
  - Yes - 51
  - No - 2

➤ **Officers (President, Vice President, Secretary, Treasurer)**

- The eight member board selects the four officer positions at the first meeting following this annual meeting.





Homeowners Open Discussion

- Please request to be recognized by the Chair.
- Please limit your question or comments to two (2) minutes.
- The Board will respond and/or take note of the question/comment for future review and possible actions.



Annual Elections

➤ **Voting**

Homeowner members in good standing get one vote per household.

• **Candidate Nominations for Board of Directors**

- **Robert Grand** - Sub 1 member; Owner of 13355 10 Mile Road.  
Board member since 2018. Current VP & webmaster.
- **Tim Hefferan** - Sub 2 member; Owner of 9780 Daleview Drive.
- **Brian Nichols** - Sub 1 member; Owner of 9869 Atwood Drive.
- **Joan Shifferd** - Sub 2 member; Owner of 9811 Atwood Drive.
- **Jim Smalley** - Sub 2 member; Owner of 9800 Daleview Drive.  
Board member since 2014. Current President.
- **Larry Wildt** - Sub 1 member; Owner of 9840 Atwood Drive.  
Board member since 2014. Current Secretary.

• **Counting**

- Voting is now closed and counting will commence.
- Results will be presented later in the presentation.
- The four candidates receiving the highest number of votes will serve a two year term per the Bylaws.

**2023-2024 Officers**

Jim Smalley – President  
Robert Grand – Vice President  
Treasurer – Brad Oyster  
Secretary – Ken Bien

**Member Discussion:**

- Trees
  - Dead/dying trees/branches in the common areas.
    - Member was asked to verify property boundary and email to the board with location and pictures.
  - Pine branches are down by the pond.
    - Will be taken care of during spring cleanup.
  - Is there a plan to replace the evergreen tree by the Daleview entrance.
    - No
  - Discussion about the cottonwood trees behind lot 89 & 90
- Liens
  - Are liens done.
    - The process is to send 3 letters, then involve a lawyer to contact the member (this is NOT the preferred approach). The board will work with members for partial scheduled payments, etc. The member pays any legal fees incurred.
- DTE costs
  - DTE costs dropped 25% due to the installation of LED lights.
- Are fences allowed in Sub 2
  - No
- Why are there different restrictions between Sub 1 & Sub 2
  - In 1974, when the subdivision expanded to 100 lots from the original 36, the developer decided to create a unique set of restrictions just for that section, now called Sub 2, while being governed under one Homeowners Association. This is why there are two separate restriction documents. The Board of Directors is continuing to support and facilitate updates between Sub 1 and Sub 2 restrictions, while maintaining the uniqueness of each sub.
- There are 5 different trash haulers in the community, is there a bulk rate opportunity and to consider the impact on the county roads we use in the community.
  - Was a discussion but no action to move this idea forward.
- Are cement driveways allowed in Sub 2
  - No, however, a Sub 2 Restrictions Update Ballot will be included in the upcoming Dues mailing.

**Adjournment:** The meeting was adjourned at 8:30 pm.

Larry Wildt

Date of approval: 5/7/2023

**Oakwood Meadows Homeowners Association**