

**Call to order:** An Annual meeting of the **Oakwood Meadows Homeowners Association** was held in South Lyon, MI on April 19th, 2022. The meeting convened at 7:05, President Jim Smalley presiding, and Larry Wildt, Secretary.

**Board Members in attendance:**

Robert Grand  
Brad Oyster  
Jim Smalley  
Larry Wildt

**Members in Attendance**

Donna Smalley  
Mike Trosell  
Suzan Lowe  
Sharon Goins  
David Laity  
Susan Laity  
Ken Bien  
Del Flager  
Keith Minor

**Approval of minutes:**

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



Meeting Call to Order

➤ **Current Board**

- **Jim Smalley** President
- **Robert Grand** Vice President
- **Larry Wildt** Secretary
- **Roy Meadows** Treasurer
- **Gary Buch** Board member at-large
- **John Long** Board member at-large
- **Brad Oyster** Board member at-large
- **Mark Zemko** Board member at-large

➤ **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.**



Annual Elections

➤ **Voting**

Homeowner members in good standing get one vote per household.

• **Candidate Nominations for Board of Directors**

- **Ken Bien** - Sub 2 member.  
Owner of 9770 Daleview.
- **John Long** - Sub 2 member.  
Board member since 2015.
- **Suzan Lowe** - Sub 1 member.  
Owner of 9820 Atwood Drive.
- **Brad Oyster** - Sub 2 member.  
Board member since 2020.

• **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.



2021 Recap from the President

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

- Virtual meetings and member email addresses
  - Board changed to virtual meetings in March 2020. We're going back to in-person annual meetings but will utilize virtual meetings as needed in the future.
  - Membership email contact information is essential.
- New board members were elected at the Annual Meeting on April 21, 2021.
  - Robert Grand           Appointed Vice President.
  - Roy Meadows           Appointed Treasurer.
  - Jim Smalley           Appointed President.
  - Larry Wildt           Appointed Secretary.
- The board operated within the approved budget.
  - Activities and spending have been limited due to COVID.
- Association Dues
  - 99% of members paid the yearly dues by July 18. Thank you!!
  - After no response from multiple attempts, including two certified letters, the board, unfortunately, had to resort to the lien process for collection of one past due payments.
  - **Going forward, please remember dues are to be paid on or before June 1.**
- Inquires to Board – All reported violations are closed.
- Pond geese deterrent system implemented in spring of 2020 and planned to continue.
- The front monuments refacing was completed. The brick was power cleaned and sealed. The signs were replaced with a modern design. The trees / shrubs were trimmed. For spring 2022, the ground cover plants will be replaced and the mulch refreshed.



Treasurer's Report

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

**OMHOA Financial Statement for 2021 to 2022**

<b>Opening Bank Balance 3/31/2021</b>	Checking	\$11,856.98
	Savings	\$16,550.32
	<b>Total Beginning Balance</b>	<b>\$28,407.30</b>
<b>Deposits</b>	Checking	\$15,100.00
	Savings	\$300.00
	Interest	\$8.45
	<b>Total Available Funds</b>	<b>\$43,815.75</b>
<b>Expenses</b>	Less Checking Expenses	\$10,907.04
	Less Savings Expenses	\$0.00
<b>Year End Balance</b>		<b>\$32,908.71</b>
<b>Year End Bank Balance 4/1/2022</b>	Checking	\$16,049.94
	Savings	\$16,858.77
	<b>Total</b>	<b>\$32,908.71</b>



2022 Annual Meeting

April 19, 2022

Treasurer's Report (continued)

Spending to Budget Review

**Treasurer Report**

April 1, 2021  
to  
March 31, 2022

**Spending to Budget Review**

	Budget	Spending	Category
<b>Association Costs</b>			
Insurance - 2021	\$1,625.00	\$1,617.00	Insurance
Office Expense (supplies)	\$800.00	\$626.90	Office Expense
P.O. Box	\$92.00	\$118.00	PO Box
Website (3 years)	\$600.00	\$372.00	Website
Michigan Annual Report	\$20.00	\$20.00	Michigan Annual Report
Bank Fees	\$0.00	\$0.00	Bank
Legal Fees - General	\$500.00	\$0.00	Legal - General
Mileage	\$0.00	\$0.00	Mileage
DTE Energy	\$1,000.00	\$752.54	DTE
CPA	\$400.00	\$0.00	CPA
<b>Management Committees</b>			
Grass Cutting	\$4,000.00	\$1,820.00	Grass - Cutting
Front Entrance Maintenance	\$400.00	\$0.00	Front Entrance - Maint
Common Area - Brush and Tree Removal	\$3,000.00	\$0.00	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	\$1,490.00	Pond - Weed Control
Water Testing	\$100.00	\$0.00	Pond - Water Testing
Fish	\$0.00	\$0.00	Pond - Fish
<b>Operating Fund</b>			
Liens Filed	\$0.00	\$33.00	Legal - Liens
Member Event	\$400.00	\$0.00	Member Event
Monument Fund	\$8,860.37	\$3,499.79	Front Entrance - Monuments
<b>Total</b>	<b>\$26,697.37</b>	<b>\$10,907.04</b>	



**2022 Annual Meeting**

April 19, 2022

Treasurer's Report (continued)

**Check Register**  
April 1, 2021  
to  
March 31, 2022

CHECK REGISTRY		Totals \$10,907.04			
Number	Date	Amount	Category	Description	
1549	4/8/2021	\$425.00	Front Entrance - Monuments	x-Stream Steam	
1550	4/13/2021	\$100.00	Front Entrance - Monuments	Home Depot	
1551	4/28/2021	\$64.36	DTE	DTE	
1552	4/28/2021	\$73.20	Office Expense	Annual Dues Mailing	
1553	5/4/2021	\$215.57	Front Entrance - Monuments	Front Sign	
1554	5/4/2021	\$220.00	Front Entrance - Monuments	x-Stream Steam	
1555	5/4/2021	\$2,182.60	Front Entrance - Monuments	Front Monument signs	
1556	5/4/2021	\$806.62	Front Entrance - Monuments	Front Monument upper signs	
1557	6/1/2021	\$62.50	DTE	DTE	
1558	7/8/2021	\$74.45	DTE	DTE	
1559	8/3/2021	\$12.00	Website	Domain Registration	
1560	8/3/2021	\$61.19	DTE	DTE	
Deposit	8/13/2021	-\$450.00	Front Entrance - Monuments	Damaged signs refund	
1561	8/19/2021	\$780.00	Grass - Cutting	Lightening	
1562	9/2/2021	\$118.00	PO Box	annual fee	
1563	9/2/2021	\$60.13	DTE	DTE	
1564	9/4/2021	\$33.49	Office Expense	Check reorder	
1565	9/15/2021	\$7.38	Office Expense	Mailing	
1566	9/17/2021	\$520.00	Grass - Cutting	Lightening	
1567	10/6/2021	\$65.75	DTE	DTE	
1568	10/9/2021	\$130.00	Grass - Cutting	Lightening	
1569	11/5/2021	\$67.32	DTE	DTE	
1570	11/12/2021	\$20.00	Michigan Annual Report	Non profit corporation report	
1571	11/12/2021	\$390.00	Grass - Cutting	Lightening	
1572	12/2/2021	\$51.70	DTE	DTE	
1573	12/15/2021	\$1,617.00	Insurance	Auto Owners Ins	
1574	12/16/2021	\$360.00	Website	Website	
1575	12/16/2021	\$62.33	Office Expense	PO	
1576	12/16/2021	\$1,490.00	Pond - Weed Control	Aquatic Tech	
1577	12/29/2021	\$63.94	DTE	DTE	
1578	1/9/2022	\$557.81	Grass - Weed & Feed	D&G	
1579	1/28/2022	\$62.49	DTE	DTE	
1580	2/5/2022	\$19.94	Office Expense	Printing Nomination letters	
1581	2/28/2022	\$65.70	Office Expense	Envelopes	
1582	3/2/2022	\$33.00	Legal - Liens	Law fee	
1583	3/7/2022	\$59.56	DTE	DTE	
1584	3/20/2022	\$40.26	Office Expense	filing supplies	
1585			VOID		
1586	3/21/2022	\$173.28	Office Expense	Printing Nomination letters	
1587			VOID		
1588	3/25/2022	\$151.32	Office Expense	Annual meeting mailing	
1589	3/28/2022	\$59.15	DTE	DTE	



**2022 Annual Meeting**

April 19, 2022

Treasurer's Report (continued)

➤ **Financial Review**

- Due to COVID concerns and the extended tax seasons, the financial review for fiscal years April 1, 2020 to March 31, 2021 and April 1, 2021 to March 31, 2022 were delayed.
  - Both yearly audits are currently in process with the CPA.
- The previous two fiscal years - 2018-2019 & 2019-2020 - were audited with no findings found; meaning we are operating in compliance.
- 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.

➤ **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

**Approved Project Scope**

- Keep all four monuments.
- Remove and replace all sign mounting systems.
- Power wash and seal all brick and concrete surfaces.
- Replace all signs with modern designed signs and material.
- Trim trees and scrubs to ensure good view of signs.
- Refresh the surrounding monument ground cover and plants.
- Rework electrical / lighting as needed.



Committee Reports (continued)

➤ **Front Entrance Committee – Robert**

**Summary**

**Completed**

- 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.

**Spring / Early Summer 2022**

- Ponderosa & Daleview lights will be replaced with LED.
  - This will reduce electrical expenses.
- Refreshing the surrounding monument ground cover.
  - Will coordinate with horticulturalist. Low lying annual plants are being considered to ensure signs are easily viewed.
  - Mulch will be refreshed.

**Financials**

- Board Approved Budget: \$12,000
- Total Project Costs to Date: \$6,639.42
- Available Budget: **\$5,360.58**

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





Committee Reports (continued)

➤ **Website Reminder - 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)

➤ **Roads - Jim**

**General Road Information**

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

**Road Resurfacing Project**

- A joint effort by the boards of both Oakwood Meadows and Country Lane (back subdivision) are investigating the resurfacing of our roads and what it will take for the Township to agree to the project.
  - A joint letter to all homeowners is planned to be issued after reviewed and agreed with both subdivision boards.
  - To pay for the roads, both subdivisions would jointly secure a 10 year bond from the Township.
  - The cost would then be added to each home (except those on 10 Mile Road) on their annual tax assessment.
  - Our current estimate is \$1000 per year per home for the 10 years. An accurate quote and project timing will be obtained if enough homeowners formally reply with support of this project.



Committee Reports (continued)

➤ **Spring Cleanup**

- We will schedule the cleanup and removal of additional fallen trees in the park areas, as appropriate.

➤ **Safety Alert**

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

**Voting Results**

Board of Directors

- Ken Bien – 39 votes
- John Long – 38 votes
- Suzan Lowe – 43 votes
- Brad Oyster – 41 votes

Proposed dues for 2022

- Yes – 49
- No – 3

**2022-2023 Officers**

Jim Smalley – President

Robert Grand – Vice President

Treasurer – Brad Oyster

Secretary – Larry Wildt

**Member Discussion:**

- Geese on pond:
  - Can we put more Swans near the pond shoreline?
  - Response: The board is looking into options such as coyote silhouettes to deter the geese from congregating onshore.
- Tall weeds around the pond
  - Can anything be done about the tall weeds around the pond?
  - Response: The board will investigate environmentally friendly options to reduce the weeds.
- Roads
  - Why can't Ponderosa & Daleview just be resurfaced - with grind and retop?
  - Response: The board was told by the Township Commissioner that the road base is not up to code so a full replacement, including the road base and sewer system, would need to be done during any road resurfacing.
- Ballot mailing envelopes
  - Can the mailing envelope be larger than the ballot envelope?
  - Response: The board appreciates the suggestion and will implement this as soon as practical.

**Adjournment:** The meeting was adjourned at 8:00 pm.

Larry Wildt

Date of approval: x/xx/2022

**Oakwood Meadows Homeowners Association**