

## **Meadowbrook Association Board Minutes**

### **April 19, 2015**

**Call to Order @ 3:25pm** (Present: Valerie Shebroe, Scott Locke, Adam Park, & Craig Fick)

**Approval of Agenda – *approved.***

**Approval of January 15, 2015 board meeting minutes – *approved.***

**Financial/Treasurer's Report:** Scott is working on Dues & Liens with Adam and transitioning him to the treasurer's position. About 15 total units pay quarterly with the remaining opting for full payment. The State of Michigan has imposed stricter rules for associations to be more responsible with their record keeping and accounting. Taxes are completed and filed.

#### **Old Business:**

**Cedarbrook Court landscaping** – Scott proposed a plan from Designers Choice to refurbish this area at a cost of \$3800. This includes removal of old materials and the labor to install new greenery and enhancements.

**HDI situation-** Valerie emailed HDI attorneys 4 weeks ago and no response. Our contact at Bath Township, Jim Foles has left his position and has yet to be replaced. Meadowbrook Board is considering attending township meeting on April 28 to voice our concerns over entryway issues including lighting and paving. Don Kaufman has offered to attend with board member(s). Valerie has considered seeking legal advice, but cost might be an issue.

**Entryway lighting/Traffic issues for Urgent Care & Day Care centers -** Valerie emailed both parties to notify them of our concerns with the entryway and get their feedback. Urgent Care stated their plans include adequate lighting for their building and parking lot and while nothing is slated for the entryway, don't feel excessive traffic will be a problem. Traffic signal may not be an option given the multiple entryways of the commercial business in the immediate area and the close proximity of the stoplight located at Marsh and Saginaw Highway.

#### **New Business:**

**Welcome letters** – Scott said Bylaw cheat sheets were included with previous

welcome letters to new residents along with reminders regarding dues. He will forward latest newcomer information to Craig to send letters.

**Crack Sealing** – Scott proposes focusing efforts on Meadowbrook Drive.

**Letters on Trim Painting** – Scott & his wife (Kelly) made a list of homes needing paint work and will look into getting the template from Kim Newman. Craig to send out letters to homeowners included on list.

**Orderly transfer of documents** – Working on it.

**Electronic Backup of documents** – Scott suggested Cloud Drive and Valerie suggested Drop Box. Both come with a variety of options and prices. Need to determine if price worth service.

**Items for Spring Newsletter** – 1.) Mention old rocks from Cedarbrook Court being available to residents free of charge prior to installation of new landscaping. 2.) Possible increase in annual dues. Board suggested new dues to be set at \$240 considering there hasn't been an increase for a while and mainly due to the future expense of needing to repave our roadways. 3.) Valerie suggested mentioning that residents use email vs. phone to contact board with questions or concerns. 4.) Discourage parking on street overnight & state any cars parked on the street should be parked in the direction of traffic and not against. 5.) Try to limit use of fertilizer/pesticides-use organic fertilizer if possible to prevent issues with our wetlands.

**Bath Township meeting** – Valerie & Adam will plan to attend April 28 meeting to voice concerns regarding entryway and report back.

**Wetlands** -Scott asked \$200 for native plant in wetlands for fertilizer uptake.  
Approved.

**Website update** - Scott is working with Luke to update to include bylaws and latest minutes and newsletters. Valerie also suggested letting people know this is a volunteer board & realtors making inquiries need to know this and use our board email to contact us.

**Adjourn:** Meeting adjourned @ 4:55 pm.

Respectfully submitted,

Craig S. Fick