

Minutes

Fairway Pines HOA Board Meeting of June 15, 2016

Held 6:30 PM, Wednesday, June 15, 2016, at Canton Twp's Administration Building, Room B
Present: Tom Gamache, President and Acting Treasurer; John Miltz, AR Chair; Joe Maltese, Trustee; and Hadyn Notestine, Secretary

- Review and Approval of April 25, 2016, Board Minutes - Approved as submitted.
- Mailboxes
 - Tom reported that the 2015/2016 Repair Program is complete. The cost was:
 - Initial Contract: \$3550
 - Additional boxes missed in initial contract: \$930
 - Repair due to snowplow damage: \$920
 - Total Cost: \$9000
 - Future Plans - Board will get quotes and make proposal to homeowners at next annual meeting for a replacement program. Mailboxes.by.Bob.com is the firm that supplied the Pinewood sub boxes several years ago.
- Garage Sale - June 2, 3, & 4, 2016 - Sale went well overall. Comments from homeowners included:
 - First weekend in June is a good time
 - Surprised at the low participation, but will probably increase if we do it every year.
 - It is important to include Thursday, because that is a 'high traffic' day for garage sale followers.
 - More and earlier publicity would be better.
- Potential Home Day Care at 558 Highlands - The owner or potential owner asked if a home day care center would be allowed at this address. The Board answered that it would not be permitted on the basis that businesses involving significant traffic are not allowed in the sub. The realtor who made the request has apparently been satisfied with the answer.
- Landscaping
 - Joe to meet with Oakley to discuss details of Oakley's proposal to PRRMA to work on entrances.
 - Special Clean-Up Program - Hadyn to contact tree service about scheduling a sub-wide pick up for August. A newsletter would be needed to announce it and give other sub news.
 - Contract with Superior for 2016 is finished and signed. Contract for 2017 is not yet written.
 - Joe to get prices to replace the current damaged, old sprinkler valve boxes.
- PRRMA Items
 - Budget & Finances - Available on the PRRMA website
 - Signs and Posts Replacement - On schedule.
 - Repaving Glengarry Blvd will not be done in 2016.
 - A few potholes were patched by the Canton Twp DPW.
- Finances
 - Tom to work with our CPA to get a "Monthly Report." The exact content is to be worked out by Tom and the CPA.
 - Tom has been working on the delinquent dues accounts.
 - In the past, the HOA has used a collection agency, Congress Collection, to attempt recovery of unpaid dues. Tom has learned that Congress deducts fees from the amount owed the HOA. He recommends we change to another agency that would add their fees to the amount the homeowner pays, so that the HOA gets the full amount due and the homeowner pays additional

amount to pay the collection agency. Tom so moved, John seconded, and the Board approved. This plan will be implemented with all new delinquent accounts.

- Formalize the Procedure to Handle Unpaid Dues and Late Fees- Hadyn to draft a written statement for review before the next meeting.
- C&R Violations - Joe
 - Joe has sent ten (10) letters to homeowners who need to make improvements in their care of exterior landscaping. (Compared to 22 last year.)
- Pond and Fountain - Hadyn
 - Bubbler started, dye discontinued.
 - Air pump cabled to stake, locked by Clean Lake Improvement, LLC (CLI)
 - HOA will maintain contract with CLI at least for rest of 2016.
- Architectural Review - John
 - Adams, 700 Pinehurst, request for addition - Approved
 - Landon, 45483 Murifield, request for grey color etc. - Approved
- E-Mail Addresses of homeowners – John
 - About 80 homeowners have provided their email address to assist in timely communication.

Next Meeting – TBD for early August. 2016. Hadyn to set up.