

## Minutes Fairway Pines HOA Board Meeting of January 4, 2017

Held 6:30 - 9:00 PM in Twp Admin Bldg Room C

**Treasurer's Position** - Maseer Rabbaig is the new treasurer of the HOA. He is signed up at Chase Bank and has been reviewing the accounts. At this time, he did not need any special help. All bills are paid. Seventy-eight of the 309 homeowners have paid their 2017 dues. Maseer will develop and bring a financial statement to the next meeting for discussion. He also will review the possible need for a 2016 tax return with our CPA firm.

**Website Improvement** - The board approved Tom's draft letter to Heston Stein about the website. Each board member is to give Tom their ideas for improvements, and Tom will consolidate the input to Heston.

**Review and Approval of Minutes** - Following were approved:

Jan 16, 2015 All Homeowners

Sept 3, 2016 Board.

Oct 12, 2016 Board Meeting

Nov 17, 2016 All Homeowners

Hadyn to forward them to Heston for website posting.

**Snow Plowing and Road Conditions** - The recent snow resulted in very bad road conditions with many critical and upset comments from the homeowners. The main reason was that our contractor did not do a third 'push' on Sunday evening after more snow had fallen. Fairway's contractor did, and the result was that Fairways roads were significantly better than Fairway Pines. The weather had warmed since this situation and the roads are fine as of 1/4/17, but the board has notified our contractor that he must do a better job the rest of the season. Additionally, several lawns were damaged along the curb by the plow, and the contractor is obligated to repair these in the spring.

Joe Maltese has obtained quotes from other contractors to finish the rest of the season, and the board reviewed and discussed the possibility of changing contractors. The decision is to retain the current contractor, pending his performance with the next major snow fall.

**PRRMA Items** – Tom will attend the next meeting to be held 1/10/17.  
Budget & finance info will be distributed in advance of the meeting.

**Insurance** - The HOA has liability insurance with Ann Arbor Insurance. Joe to set up a meeting with the agent to review our coverage. Meanwhile, Maseer has paid the 2017 premium.

### **Landscaping**

- Oakley was contracted by PRRMA to work on the entrances, and their work is done to the satisfaction of all. On-going maintenance is the HOA's responsibility.
- Superior's work around the pond to clear brush is completed, but the board thinks that Superior did more work than we intended and accordingly charged us more than we expected. Joe and Hadyn discussed the situation with Superior, and agreed to pay the amount billed. Future jobs beyond the established contract should be defined and quoted before authorization.

- Contract with Superior - The current contract is only for 2016. Joe will get quotes and contract proposals for 2017.
- Sprinkler winterizing for 2016 is completed. We plan to keep Old Faithful for 2017.
- Sprinkler valve boxes - The boxes in public view will be painted in the spring.

#### **Unpaid Dues**

- The board affirmed the decision to switch collection agencies from Congress Collection to ADAC. Tom will manage the details and timing of the change.
- Formalize Procedure to Handle Unpaid Dues - Hadyn drafted a procedure and the board reviewed it and made comments. When finished, the procedure will be posted on the website.

#### **C&R Violations**

- Joe Maltese issued letters (with the board's approval and review) to homeowners who do not maintain good exterior appearance of their properties. The response has generally been good with several of the situations being corrected, but some adverse areas remain. Joe will send reminder letters to them. Specifically, the car engine block that was stored outside of a house on Murifield has been removed, in addition to other improvements at other locations.
- The board is considering a procedure to handle poor appearance, including monetary fines, and posting it on the website for information to the homeowners.

#### **Architectural Review** - John

Solar Panel Extension on 45706 Fountain View was approved

#### **Mailboxes** - Hadyn to work with the other subs in getting quotes

**Next Meeting** – No meeting planned till several board members return from winter trips. Board business to be handled by phone and email; a meeting will be called by the secretary if needed.