

Minutes of Annual Meeting - November 28, 2017
Fairway Pines at Pheasant Run Home Owners Association

The annual meeting was convened at 7:00 PM in the "Freedom Room," Canton Township Administration Building, and adjourned at 9:00 PM. Twenty-two (22) homeowners, including five board members, attended the meeting. Board members present were Tom Gamache, President; Maseer Rabbaig, Treasurer; John Miltz, Architectural Review Chair; Joe Maltese, Trustee; and Hadyn Notestine, Secretary. The following topics were covered.

2017 ACTIONS - Mr. Gamache described the following:

- Significant road and curb repairs were completed by Pheasant Run Road Maintenance Association (PRRMA), (Of course, PRRMA gets its funding from the three subs and Canton Township.) The daily communication from the contractor to the HOA's and residents was not as complete as was expected, resulting in some confusion when particular roads were closed. Deciding what areas need repair in the future continues to require review and follow-up by each HOA's board members.
- Several half-dead trees in the HOA-owned berm were replaced to maintain sight-line restriction and general appearance.
- The HOA website has been repaired so that homeowners can e-mail the Board and review Association controlling documents, such as Covenants and Restrictions. More improvements are in the works.
- A different contractor is being used for snow removal in 2017/18, because of the difficulties last winter. Additionally, more salt will be used in 2017/18 to have safer entrances and exits.
- The new contractor used in 2017 for lawn mowing and other landscaping work has been very satisfactory.
- Ten (10) Architectural Review requests were all approved, with minor adjustments in some cases.

PLANS FOR 2018

- The roadway and curb repairs in 2018 are expected to be fewer and less costly than 2017. The actual identification of work will be done in the spring.
- Landscaping improvement will be made to the berms and other HOA area as needed.
- Further improvements to the website.

2017 FINANCES AND 2018 BUDGET - Mr. Rabbaig described the budget for next year.

<u>Item</u>	<u>2017 Budget</u>	<u>2017 Year-End Estimate</u>	<u>Proposed 2018 Budget</u>	<u>Memo</u>
<u>EXPENSES</u>				
PRRMA	106,490	96,056	106,000	2018 not yet firm from PRRMA
Lawn Care	35,000	34,000	35,000	
Snow Plow & Salt	12,000	10,000	12,000	More Salt
Water	9,500	10,500	10,500	Maintain grass health
Electric-DTE	1,700	1,800	1,800	
Pond Maintenance	1,500	1,000	1,000	
Landscaping Impv. & Tree Care	8,000	10,000	2,000	
Sprinkler Maintenance	3,500	1,625	1,500	
Mailbox Repairs	-	-	-	On-going maintenance is homeowner responsibility
Insurance	4,500	5,200	4,500	Due to changing insurance Co.
Accounting & Bookkeeping	2,000	4,700	3,000	
Sidewalk Repair	800	-	800	
Web Site Revisions	500	200	2,500	
Administration & Misc.	1,000	560	1,000	
Bank Fees	50	50	50	
Wayne County Drain Tax	-	-	-	
P.O. Box Rental	160	160	160	
Reserve	2,000	-	2,000	
Attorney fees	-	200	500	

<u>Total Expenses</u>	<u>188,700</u>	<u>175,751</u>	<u>184,310</u>	
<u>INCOME</u>				
Planned Income from Dues: \$650 x 309	188,490	183,610	200,850	2017 Dues were \$610
Dues Not Paid	-	(4,880)	(4,880)	
Net Income	188,490	178,730	195,970	
<u>Net Income Exceeds Expenses</u>	(210)	2,979	11,660	

NEW MAILBOXES

Mr. Notestine reviewed the Board's plan to replace the original wood mailboxes with a metal design from "Mailboxes by Bob." Several homeowners objected, based on:

- Lack of prior notification before the meeting, and
- Lack of perceived need and cost justification

It was pointed out by a homeowner/attendee that the Board, elected by the homeowners, has the authority to make and implement decisions just as the Board does contracting for landscaping and snow removal services.

Certainly, homeowner's suggestions and input are welcomed and considered, however the Board has been empowered by the homeowners to make these types of decisions.

NOTE: Subsequent to this meeting, based on homeowners input, the Board reconsidered the mailbox replacement program. After a thorough review of current mailbox repair and maintenance history, it was concluded that the replacement of the current mailboxes is required. A timing and phase-in plan for the replacement mailboxes is currently under discussion.

ELECTION OF OFFICERS

Mr. Gamache reviewed the current office holders and asked for homeowners to join the Board. However, no one did. Accordingly, the current officers were re-elected, and the new term of office is as follows:

The terms of the current officers are given in the following table:

Board Member	Date of Last Election to Board	Term of Office when Elected or Appointed (Years)	Date Current Term Expires	Term of Office for New Term
Tom Gamache	11/2017	2	11/2019	2
Joe Maltese	11/2017	2	11/2019	2
John Miltz	11/2017	2	11/2109	2
Hadyn Notestine	11/2017	1	11/2018	1
Maseer Rabbaig	11/2016	2	11/2018	NA

QUESTIONS AND DISCUSSION

- The Board was complemented in general for their time and effort on the HOA's behalf.
- Several homeowners took strong objection to the mailbox plan.
- One homeowner suggested the HOA start charging title companies for a "Status Letter" when a home is sold.
- One homeowner asked if the Board has a defined policy and target amount for a "Reserve Fund." The Board does not, but will take the matter under consideration.
- While the old sprinkler was not suitable for our shallow pond, and we put in a bubbler, is it possible to also add a small fountain to improve the appearance of the pond area.
- Several homeowners commented about the poor condition and lack of maintenance being done regarding some of the homes in the neighborhood. The Board responded that we are trying to be diligent to keep them to a minimum. The Board sends letters to homeowners that need attention, and the Board works with the Township Police Ordinance Officer to address these matters when the condition violates township ordinances. The Board welcomes residents reporting concerned properties to the Board for their evaluation and potential action.

There being no further discussion, the meeting was adjourned at 9:00 PM.