

OAKLAND HILLS CONDOMINIUM ASSOCIATION
Board Meeting Minutes
February 23, 2016

The Board Meeting of the Oakland Hills Condominium Association was called to order at approximately 4 pm, Feb. 23, 2016 at Gardner Management Group conference room.

I. Roll Call:

1. Board members in attendance: *Jack Gesmundo, Roger Stamper, Jack Michael, Larry Smith, Linda Teare (phone)*
2. Gardner Management in attendance: *Calvin Johnson*

II. Reports from Individual Committees

1. **Finance Committee** – Jack Michael presented on behalf of the committee
 - i. Jack M presented the finance committees year-end adjustments to the profit & loss statement as follows
 - ii. Approximately \$4,500 in bills paid in 2016 need to be recognized in 2015
 - iii. The \$10,250 snowplow bill paid in January for Decembers payment needs to be recognized in 2015
 - iv. The tree replacement of \$2,050 approved later in the meeting needs to be recognized in 2015
 - v. The \$3,250 for street maintenance paid for from the reserve account, needs to be paid from the general operating account with a credit to the reserve account
 - vi. The P&L statement should reflect a deficit of approximately \$21,000 plus the assessment received in 2015 for the 2014 deficit of \$23,625 would give a total 2015 shortfall of approximately \$44,000
 - vii. Larry Smith made a motion to approve a one-time \$325 special assessment to help offset most of the 2015 budget shortfall, supported by Jack Michael, motion passed unanimously.
2. **Infrastructure Committee** - Roger Stamper presented on behalf the committee
 - i. Two long term capital plans through 2036+, which was subsequently reviewed by the Finance Committee. The Finance Committee recommended that we adopt “alt B”. This option is designed to fund 100% of the communities capital improvement needs and includes a 3% annual increase in costs. The plan anticipates only future capital expenses and does not take into account future increases in operating expenses. The plan used the cost information that is available and is subject to change.
 - ii. Blinds for clubhouse exercise room – anticipated 2017 installation
 - iii. Options and cost for clubhouse current sales office space – various options were discussed. It is anticipated that the last condominium unit will be sold and completed towards the end of 2016
 - iv. New sign for pool – Committee was authorized to order new signs with the new pool rules, to be completed by the opening of the pool.
 - v. Roger also presented a more detailed list of items the committee is working on including stone facades, Carriage lights (three year replacement plan), siding, roof inspections and signs. More information to follow.
3. **Landscape Committee** - Larry Smith presented on behalf of the Committee
 - i. Evergreen/Tree Management Program - The Landscape Committee chairperson and Calvin Johnson met with Brickman in January and assigned Brickman with the project of Evergreen/Tree management. The evergreen survey of trees with possible needle-cast or other conditions was given to the landscaper service. We have requested a broad, long term plan that would include disease control, mulching, and fertilizing where needed. The plan would include all of the Oakland Hills community, but start with the more susceptible newer evergreen/tree plantings. The plan draft will be sent to the Association board for approval as soon as it is received.
 - ii. Yard Waste Program - This is a test program to assist residents in their disposal of yard waste in the Fall months. The proposed program would offer residents this service using only disposable

bags for yard waste for annual flowers, leaves, etc. Bags would be left at a central pickup up area and picked up by Brickman while making a routine service call in the community. There would be two pickup dates in late October. If there is minimal usage the program will be discontinued.

- iii. The association board asked the Landscape Committee to be involved in the approval of tree replacement approvals within the community. The Landscape Committee should meet with Gardner (Calvin Johnson) and Brickman to evaluate the irrigation service requests and reduce expenses where possible.
- iv. Jack Gesmundo presented the fall replacement of 15 dead or dying trees throughout the community. The cost to replace the trees was \$4,100 and AVB agreed to pay for half the costs if the association paid the other half. It was moved by Larry and supported by Jack M to approve the cost of \$2,050. It was noted that all future tree replacements would be done at the associations' expense. New trees are no longer under warranty due to the fact that there has not been a continuous maintenance program in place to care for new and existing trees.

4. **Website Committee** - no new info at this time

III. Old Business

1. Survey – discussion postponed until the next board meeting

IV. New Business:

1. Election for 2 positions on the Board – Board nomination petitions have been delivered. It was noted that both Jack M & Linda have agreed to continue to serve the board if so reelected.

V. Next Meeting –

1. April 5 at 4:00pm at Gardner Management
2. Annual Meeting May 11 at 5:30 at the community clubhouse

VI. Resident Comments - None

VII. Adjournment: The meeting was adjourned at approximately 6:15 pm.