

**GOLF HIGHLANDS HOA
BOARD OF DIRECTORS MEETING
June 28, 2021**

Minutes of the Board of Directors Meeting of the Golf Highlands HOA, Oxford, Michigan, held virtually using Zoom on June 28, 2021.

I. CALL TO ORDER.

The meeting was formally called to Order by the President, Brian Janks, at 7:02pm.

II. ROLL CALL OF BOARD MEMBERS.

Present: Brian Janks (President), Matt Wells (Vice President), Stacy Harris (Secretary), Christina Moser (Treasurer), Dustin Foster (Member at Large), Beau Everitt (Non-voting Member at Large), Doug Harris (Committee Member – At Large), Jen Wells (Committee Member – Communications), Rosa Everitt (Committee Member – Architectural)

III. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.

There was a motion to adopt the Minutes from the May 17, 2021 HOA Board meeting by Matt, and Christina supported. The minutes were approved as submitted for the Golf Highland HOA Board of Directors Meeting from May 17, 2021.

IV. REPORTS OF OFFICERS.

- a) **President** – no formal report
- b) **Vice President** – Matt spoke to the homeowner on Chelsea Ct regarding their complaint of the smell of the retention pond. The golf course is willing to share the cost of mitigation with the homeowner. No word from the homeowner
- c) **Treasurer** –
 - i. Financial Reports – The budget performance for May was discussed. We are on track with spending for the year.
 - ii. Customer Balance Report / Dues Outstanding – The lot on Rivercrest Ct was sold so the dues were collected as part of the closing.
 - iii. 781 Chelsea Ct. refinancing – Equity Experts has been paid. The amount owed to GH HoA directly is still in question. Sara is working with the homeowner to reconcile dues from 2010-2013.
- d) **Secretary** – Survey software was purchased for 1 month at a cost of \$19

V. COMMITTEE REPORTS.

- a) **Architectural Committee (report given by D. Foster):**
 - i. Requests received since the last meeting.
 - a. 1550 Glass Lake Circle – new garage doors – approved
 - b. 1291 Glass Lake Circle – installation of sod and landscaping – approved
 - c. 1530 Glass Lake Circle – removal & replacement of decking – approved with 5’ ramp width
 - d. 1279 Glass Lake Circle – inground pool – approved
 - e. 1581 Glass Lake Circle – orange plastic fence around pool – will issue a letter to homeowner regarding the non-compliant fence

- f. 1220 Glass Lake Circle – damage to the common area adjacent to the property due to installation of a fire pit – will issue a letter to homeowner requesting appropriate repair of the common area
- b) **Communications Committee:**
 - i. Garage sale postings – need to remove from the mailbox announcement boxes
 - ii. Replacement for Jen – no one volunteered in response to her request on Facebook
- c) **Beautification Committee:**
 - i. Little libraries – both are complete and installed – thanks Beau!!!
 - ii. Grass and street trees – Grass is looking good around the new homes. For street trees – Doug has confirmed the back half of the neighborhood. He will complete the rest of the list and will then have Sara send out reminder letters with a deadline for installation of 9/1/21.

VI. OLD BUSINESS.

- a) Water leak at Chelsea & Market – Sara has contacted Water Resource Commission and the leak seems to be before our meter. We need to confirm that we will not need to pay for the bill that was received.
- b) Equity Experts Contract – Brian trying to contact EE regarding status of remaining accounts they have to collect for us.
- c) Homeowner Survey – results were reviewed.
 - a. Board agreed to move forward with the missing sidewalk between GH and Bay Village. Questions were raised on who would be liable and responsible for maintenance of this new stretch of sidewalk.
 - b. Board agreed that since none of the three proposed projects received more than 50% vote, we would not pursue any at this time.
 - c. Discussion was held regarding comments received on the survey about the retention pond flooding over the walk path. The overflow culvert in the retention pond should be adequate as flooding only occurs after heavy rain and drains within a few days.
 - d. Based on survey comments, we will look at sprucing up the two neighborhood entrances with money available in this year's budget. Will have Sara get an estimate for new landscaping.
 - e. Board will summarize the ideas received for future projects and prepare responses for the annual meeting.
 - f. Jen recommended sending out feedback summarizing survey results to the homeowners via Facebook
- d) Install missing sidewalks on Brooks Lane & Cedar Street – Brian to contact Bay Village (Kitty Pugliese) and Waterstone developer (Larry Lax) to meet with the golf course to try to get cost sharing for Cedar Street sidewalk & Brooks Lane.

VII. NEW BUSINESS.

- a) 1460 Glass Lake Circle – second complaint received about 5 dogs – will have Sara refer the homeowner to the Humane Society as the HoA cannot address their specific concern

- b) 1240 Glass Lake Circle - Liptak letter to board regarding beach and phragmite treatment – The phragmite treatment company did obtain the correct permit before treatment. Matt will prepare a response to the homeowner.
- c) 1420 Glass Lake Circle - homeowner took boat out at Birdie Beach – Board will send a letter to this homeowner that they may not put their boat back into the lake. Board discussed sending letters to all homeowners with motorized boats on the lake as they are in violation of Article VII, Paragraph H – “Use of motorized boats will be prohibited on the Lakes”. Also discussed the possibility of adding “no motorized boat” signage to lake access locations (beach and retention pond).
- d) Chelsea & Brooks common area electricity not working – Sara getting estimate for repair
- e) Annual Meeting – Will schedule in-person meeting in September. Jen to call Boulder Pointe to reserve the conference room for a 7pm meeting on a Tuesday or Thursday.
- f) Date for next board meeting – Monday, July 26th at 7pm

IX. ANNOUNCEMENTS. None

X. ADJOURNMENT.

The Golf Highlands HOA Board of Directors meeting was adjourned at 8:51pm by President Brian Janks.