

**GOLF HIGHLANDS HOA
BOARD OF DIRECTORS MEETING
April 26, 2021**

Minutes of the Board of Directors Meeting of the Golf Highlands HOA, Oxford, Michigan, held virtually using Zoom on April 26, 2021.

I. CALL TO ORDER.

The meeting was formally called to Order by the President, Brian Janks, at 7:01pm.

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), Jennifer Wells (Committee Member – Communications), Rosa Everitt (Committee Member – Beautification), Diana Rubel (Committee Member – Financial), Greg Bringard (Committee Member – Financial)

III. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.

There was a motion to adopt the Minutes from the March 21, 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 March 21, 2021.

IV. REPORTS OF OFFICERS.

- a) **President** – Defer to later in the meeting.
- b) **Vice President** – Light by Cedar Street mailboxes is flashing again.
- c) **Treasurer** –
 - i. Financial Reports – The budget performance for March was reviewed.
 - ii. Customer Balance Report / Dues Outstanding – Matt motioned and Brian seconded to write off the \$2.19 interest fees that were charged to homeowners that have since paid their dues. Brian will have Sara research who the owner is for 119 Rivercrest Ct so that the bill for dues can be sent to the proper owner.
- d) **Secretary** – Pontoon boat parked at 1119 Chelsea Blvd. Brian to have Sara send a letter.

V. COMMITTEE REPORTS.

- a) **Architectural Committee (report given by D. Foster):**
 - i. Several requests received since the last meeting.
 - a. 1481 Glass Lake Circle – replace existing firepit with new materials – approved
 - b. 1291 Glass Lake Circle – install stamped concrete patio and sprinkler system – approved
 - c. 1325 Glass Lake Circle – install inground pool and fence – approved
 - d. 1451 Glass Lake Circle – install pergola – approved
 - e. 1279 Glass Lake Circle – install inground pool and fence – pending
- b) **Communications Committee (report given by J. Wells):**
 - i. Nothing significant in the GH email inbox lately.

- ii. Subdivision garage sale – June 10-13 – Rosa coordinating sale and trying to get a few food trucks. Jen requested support from the HoA to pay for signage and advertising. Brian moved and Matt seconded to provide \$100 from the HoA budget to support the garage sale. Approved.
 - iii. Jen needs to step back for a while due to heavy obligations at work so she will put a post out for other volunteers to replace her for HoA communications.
- c) **Beautification Committee:**
- i. Mulch for common areas – Need to have Luke turn it over and add some only where needed. Brian to request the cost of mulch for 2020 from Sara.
 - ii. Little libraries – Beau is planning to build them in the next week or so. Rosa to write up an advertisement about the little libraries and send to Jen for distribution to the neighborhood.
 - iii. Reminder about planting grass and street trees – Dustin to prepare a write up and send to Jen for distribution to the neighborhood.

VI. **OLD BUSINESS.**

- a) Equity Experts Contract – Still awaiting feedback from the HoA attorney. Brian contacted him again today as a reminder that he still owes us a re-write of the EE contract.
- b) Future Improvements plan – Estimates for projects
 - i. Irrigation to common areas without it – Cost estimate is approximately \$19k for three common areas.
 - ii. Install missing sidewalks on Brooks Lane & Cedar Street – Cost estimate is \$25k. Township said that the golf course is exempt from putting in sidewalks so the HoA will need to pay. Brian and the president from adjacent sub, Bay Village (Kitty Pugliese) to meet with the golf course to try to get cost sharing for Cedar Street sidewalk & Brooks Lane.
 - iii. Gazebo with cement slab and picnic tables at Birdie Beach – Sara is still working on pricing. Beau suggested getting Oakland Tech’s construction trades class to quote doing the work. Discussion was held to determine if we could just plant some mature trees for shade and a few picnic tables, rather than building a gazebo. Board agreed to go with the trees and tables. Diana to get an estimate from a tree farm in Lapeer.
 - iv. Develop a second beach at Rivercrest Park – May be able to complete using 2021 budget money for sand and some help from neighbors.
 - v. Gazebo with cement slab and picnic tables in common area at Brooks Lane & Chelsea Blvd – Will table this project for future years.
- c) Homeowner Survey for Improvements – Will include projects #1, 3 (modified) and 4 in the survey. Will also include a note about working on missing sidewalks for cost sharing with Bay Village and the golf course.

VII. **NEW BUSINESS.**

- a) Fertilization contract – Lush Lawn (4 applications) and Visionary (5 applications). We were not satisfied with Lush Lawn last year. Visionary is more expensive than Lush

- Lawn but if we were to go with only 4 applications, it would be only slightly above the budget for this year. Brian moved to go with Visionary at 4 applications, Dustin seconded. Approved.
- b) Complaint received regarding dog barking – Brian and Dustin to work on drafting a letter to the homeowner regarding control of the dogs and cats. Multiple complaints have been received.
 - c) Date for next board meeting – Monday, May 17th at 7pm

IX. ANNOUNCEMENTS. None

X. ADJOURNMENT.
The Golf Highlands HOA Board of Directors meeting was adjourned at 8:15pm by President Brian Janks.