

# CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

## Board of Directors Meeting Minutes

Monday, June 15, 2020; 6:00 p.m.

### Virtual Meeting

1. **Call to Order, Roll Call**

President Babut called the meeting to order at 6:02 p.m.

Present were Directors Ms. Barb Babut, Mr. Leland Ropp, Mr. Tim Bojanowski and Mr. Kirk Mauck. Absent were Directors Ms. Karen Davis and Mr. Mike Sielaff. Present for management: Jeff McDuff, Site Manager, and Dan Herriman, President, Herriman & Associates, Inc., Management Agent

2. **Approval of Agenda**

Director Ropp moved and Director Babut seconded to approve the agenda. Unanimously approved.

3. **Co-owner Comments**

No non-director co-owners participated in the meeting.

4. **Approval of Minutes of Preceding Meeting (May 18, 2020)**

Director Babut moved and Director Bojanowski seconded to approve the minutes of the May 18, 2020 board meeting as published. Unanimously approved.

5. **CHV I and CHV II - Review of Preceding Month Financial Report**

Treasurer Ropp presented a summary of operating results and financial position for both CHV I and CHV II as of May 31, 2020. There have been no material variances from budget.

Director Babut moved and Director Mauck seconded to accept the May 2020 financial reports. Unanimously approved.

6. **CHV I and CHV II - Committee Reports**

President Babut reported on recent ARDC requests and approvals. In response to a question about pools, Ms. Babut said that above-ground pools are prohibited, except that pools made protrude one foot above grade where permitted, being on Estates and Villas lots only.

7. **CHV I and CHV II - Management Report**

Site Manager Jeff McDuff reported on the status of current contract issues. He highlighted recent reports to the board.

7.1 Changing from land line to cellular service for the CHV II fire alarm monitoring will save about \$12,000 annually. We do, however, have to pay for the land line service through 2020.

7.2 RFPs have been sent out for concrete replacements.

7.3 We are working to secure proposals for work to be performed at the ponds.

7.4 The installation of mulch is underway.

7.5 Greenlawn will continue to maintain water bags for trees installed in 2019.

8. **CHV I and CHV II - Unfinished Business**

8.1 River Hill Ridge – Roadway Easement Payment Obligations to CHV (update)

In response to a report and request for direction from the Association's law firm. Director Bojanowski moved and Director Mauck seconded to exclude Independence and Constitution Streets from the cost-sharing easement agreement with River Hill Ridge. The motion was unanimously approved.

8.2 Future Use of Two Vacant Lots Owned by CHV II

No new information. The consensus amongst stakeholders is to develop both lots with a combination of additional parking and minimal additional housing. Given current economic conditions, however, the issue has been tabled.

9. **CHV I and CHV II - New Business**

9.1 CHV I and CHV II Contract Issues

There were no action items. Directors agreed to respond to email requests for votes on upcoming initiatives to award contracts to vendors.

9.2 Approve Date for Annual Meeting

The Association's annual meeting and election of directors ordinarily takes place in October. Due to the pandemic, it was postponed. Earlier this summer, the Board of Directors was hopeful that we could conduct the annual meeting in the fall. Because there has been no material favorable change in conditions, we are not permitted to conduct an indoor gathering of the size that would likely result if we were to conduct the annual meeting.

Accordingly, there will be no annual meeting in 2020. At this time, we will plan to conduct the 2021 meeting in May of 2021.

Although we did not secure a legal opinion specifically for Cherry Hill Village, management shared with the board the details of opinions obtained for other Associations. Not only must we look to the Cherry Hill Village Condominium Bylaws, we must also look to the Michigan Nonprofit Corporation Act for guidance. The latter states "If the annual meeting is not held on the date designated for the meeting, the board shall cause the meeting to be held as soon after that date as is convenient."

10. **Directors' Remarks**

There were no additional remarks.

11. **Next Meeting**

The next Board meeting shall be Monday, July 20, 2020 (third Monday) at 6:00 p.m. via Zoom. (It was subsequently determined that the next meeting shall be Monday, September 21, 2020.)

12. **Adjournment**

There being no further business, the meeting was adjourned, following the Executive Session, at 6:45 p.m.