



Association Management, Inc.

47200 Van Dyke ■ Shelby Township, MI 48317 ■ (800) 821-8800 ■ (586) 739-6006 fax

**MAIN STREET SQUARE OF ROYAL OAK
BOARD OF DIRECTORS MEETING – Wednesday, June 14, 2017
At the Home of Ron Geddish – 1303 South Washington**

**MINUTES
Order of Business**

I. Administrative Issues:

- a. Call to order and establishment of a quorum. Present: Ron Geddish, John Myer, Barbara Ingalls, Adam Rusinowski, Yana Staples and Mike Haberlien
- b. Minutes of the January 31, 2017 Meeting - Motion by Ron Geddish, seconded by Barbara Ingalls to approve the regular and executive minutes from the January 31, 2017 minutes and to incorporate votes via email since the last meeting (see below): (no opposed)

- Approval of the Dalton proposal to replace dryer and other vent covers – 2-2-17
- Approval of the 2017-2018 Operating Budget – 2-15-17
- Approval of the February 2017 payables – 2-22-17
- Approval of the modified Dalton proposal to replace dryer and other vent covers – 2-28-17
- Approval of the March 2017 payables – 2-20-17
- Approval of the April 2017 payables – 4-18-17
- Approval of the Ash-Con bid for asphalt and concrete repairs- 4-20-17
- Approval of the Quality bid for interior and leak repairs at 1318 S. Main – 5-1-17
- Approval of the LSOM proposal to install French drains on Allenhurst and Washington – 5-8-

17

- Approval of the Creativescapes flower planting proposals – 5-10-17
- Approval of the tenant least at 1305 S. Washington – 5-16-17
- Approval of the May 2017 payables – 5-17-17
- Approval of the LSOM shrub replacement proposal – 5-25-17
- Approval of the Alt/mod for balcony storm door for 1301 S. Washington – 6-1-17

c. Review of operating statements:

The following Operating Statements are included in the electronic package:

**January – February – March – April – May 2017 -
only April and May are included in the hard copy package.**

April 30, 2017 is the last day of the previous fiscal year. The details for April and year-to-date are as follows:

April 2017	Actual	Budget
Income for the month	30,205	23,955
Expenses for the month	31,980	26,469
Net Income (Loss) for the month	-1,775	-2,514
Variance for the month	739	
Net income (Loss) for the year	-33,288	79,000
Variance for the year	45,712	
Working Reserve Fund Balance	25,981	
Designated Reserve Fund Balance	97,771	
Total Reserve Fund Balance	123,752	

Motion by Ron Geddish, seconded by Barbara Ingalls, to approve the financials for the month of January, February, March, April and May, and file for the auditor's review. (no opposed)

The month of May 2017 is the first month of the Association's new 2017 – 2018 fiscal year:

<u>May 2017</u>	<u>Actual</u>	<u>Budget</u>	
Income for the month	23,605	23,808	
Insurance claim income	12,305		
Total income			35,910
Expenses for the month	17,602	32,016	
Net Income (Loss) for the month	18,308	-8,208	
Variance for the month	26,516		
Working Reserve Fund Balance	25,981		
Designated Reserve Fund Balance	101,955		
Total Reserve Fund Balance	127,936		

d. Attorney's list from: 5/16/17 (Page 100)

e. Attorney's Notes from:

f. Attorney correspondence:

Unit 80 - Notice of Delinquent Assessments

g. Status letters –

Unit 27 – Sale from Anthony Lombardo to Lia and Thomas Raffail, closed on 4-14-17

Unit 51 – Sale from Gretchen, Joseph and Kathleen Klosterman to Ethan Landsberg – closed on 4-17-17

Unit 75 – Sale from John Cardello to Diane Holme – closed on 4-17-17

Unit 79 – Sale from Armando and Kathleen Castorena to Douglas Peoples – closing scheduled for 6/23/17

Unit 116 – Sale from Stephen Shuler to Christopher Pawlowski – closed on 2-16-17

Unit 117 – Sale from Ma Agueda Rincon Calderon to Michael and Jennifer Klieman – closed on 5-8-17

h. Co-owner correspondence:

None

II. MAINTENANCE ISSUES

See spreadsheet distributed at the meeting

Ants – Check balcony divider walls for rotten wood.

Power Washing - \$5,000 approved to power wash rear of buildings

Alt/Mod for 141 W. Kenilworth – Motion to approve Ron Geddish, seconded by Adam Rusinowski (no opposed)

Alt/Mod for Yana Staples Unit, new garage door - Motion to approve Ron Geddish, seconded by Barbara Ingalls (no opposed)

III. OLD BUSINESS

Barbara Ingalls/Yana Staples: presentation regarding the carpeting vs. hard wood floors in upper units – findings and recommendations.

After much discussion it was decided that Chuck and Judy would write a document to amend the By-Laws to strike carpet requirement. Barbara and Yana will form a plan to present to the ownership. Allow voting to be submitted to an onsite drop box, email or via USPS. - Motion to approve Barbara Ingalls, seconded by Ron Geddish (no opposed)

Unit 4 - RE: wooden floors in a Terrace unit
Unit 6 - RE: wooden floors in a Terrace unit
Unit 110- RE: wooden floor in a Terrace unit

IV. NEW BUSINESS

Steve Miller – harassment:

After much discussion it was decided to attempt a meeting with Steve during the week of the June 26th. Chuck, Mike and two board members should attend.

Tenant / lease information

V. SCHEDULING OF NEXT MEETING

VI. ADJOURNMENT – Motion by Ron Geddish, seconded by Barbara Ingalls, to adjourn the meeting at 8:47 PM. (no opposed)

VII. Annual Meeting moved to September 7th – Motion to approve Ron Geddish, seconded by Adam Rusinowski (no opposed)