

I. ADMINISTRATIVE ISSUES:

- a. Call to order and establishment of quorum at 6:30 PM at 189 Georgetown Square North – Home of Josh Alpert
Present: Ron Geddish, Steve Miller, Josh Alpert, Yana Staples, Chuck Semchena, Mike Haberlein
Absent: Matt Kaminski

- b. Minutes – Motion by **Ron Geddish**, seconded by **Josh Alpert** to approve the regular and executive minutes from the August 12, 2015 meeting and to incorporate votes via email since the previous meeting – minutes are not available yet – will bring to meeting.
Motion Carried - ALL

Motions approved since last meeting:

8/07 – Approved the installation of the Dec-Tech waterproofing membrane “CoolStep” product which is 80 mil thick and guaranteed against leakage, cracking etc. for 20 years at 182 Allenhurst, co-owner, Drummand at a cost of \$3,200. The installation by Joe’s Quality Construction.

8/12 – Approved AMENDED alt/mod for new windows to be installed at 149 West Kenilworth by Wallside Windows to include the replacement of the “Circle Top Picture Window.”

8/17 – Approved the additional installation of Smart Vents to the HVAC closets for the lower units on the two Main Street Buildings during the shingle/gutter replacement at a total cost of \$700.

8/19 – Approved the August 2015 Main Street Square payables.

8/19 – Approved proposal from Landscape Solutions of Michigan to replace on each corner of Washington-Plant (4) Emerald Spreader Yews, 18-24” – for a total of (8) Yews. Along Main Street-Plant (2) Green Velvet Boxwood, 3 gallon to replace (2) Green Velvet Boxwood previously removed. All plant materials will be backfilled with organic compost and soil mixture, as well as 6 months slow release fertilizer at a cost of \$870.

8/20 – Approved the bid from Creative Scapes (Sue Grubba) in the amount of \$2,440 for 90 flowering perennials and installation on Washington and a few areas on Allenhurst.

8/25 – Approved the replacement of the Durolast waterproof membrane with Del-Tech “CoolStep” waterproof covering and repair/replacement of rotten wood underlying the balcony deck as may be required for a cost of \$3,200 at 1303 South Washington.

8/30 – Approved bid from Joe’s Quality Construction in the amount of \$3,250 to repair the leak in the master bedroom ceiling and related outside area at 137 West Kenilworth.

- c. Review of the August 2015 Financial Statement – pages 1-22 of packet

August	Actual	Budget
Income for the month	24,065	23,855
Expenses for the month	14,711	23,857

Net Income (Loss) for the month	9,534	(2)
Net Income (Loss) for the year	28,814	(3)
Reserve Fund Contribution	7,500	2,500
Reserve Fund Balance	101,424*	

* To correspond with the budget, a total of \$10,000 has been deposited to the Reserve Fund since May 1, 2015.

Discussion:

The \$2,500 Reserve Fund Contribution should go into a third saving account until a value of \$50,000 is reached. The account may not be accessed without board approval.

Motion by **Josh Alpert**, seconded by **Steve Miller** to approve August Financial state and file for audit. **Motion Carried - ALL**

- d. Attorney's invoices – none
- e. Attorney's list from August 18, 2015 – pages 23-24 of packet
- f. Attorney's correspondence – none
- g. Status Letters – none
- h. Co-owner correspondence – pages 25-30 of packet

Unit 09 – Modification request (page 25) Motion to Not Approved by **Ron Geddish**, seconded by **Josh Alpert. Motion Carried - ALL**

Unit 22 – Violation: Noise from the bare floor on second level (page 26)

Unit 32 – Issue: Two dogs (page 28)

Unit 39 – Courtesy Warning: Garage door left open (page 29)

Unit 39 – Courtesy Warning: Dog waste stored outside and garage door left open (page 30) Second offense, fined (page 30)

Unit 91 – Request to remove a fine Motion to approve by **Steve Miller**, seconded by **Josh Alpert. Motion Carried - ALL**

II. MAINTENANCE ISSUES:

- a. Deck covering – The Board approved by email the selection of the “CoolStep” color of Dec-Tech to utilize for any new deck covering replacements. Four units decks are affected and the tentative start date for replacement is Wednesday, September 16, 2015 (Peterson, Drummond, Geddish and Kaminski and the units below)

- b. Roof Project – Tentatively scheduled to start on Monday, September 21, 2015 for unit 1-24 (the two buildings on Main Street)
- c. Insurance bids – in process. Insurance agent, looking for another insurance company.
- d. Rear balcony wood railing and painting of the wrought iron railing – still only one bid so far from Joe’s Quality Construction - \$575 – Quality will replace one railing and paint one set of wrought iron railings on the Geddish deck and re-evaluate the price after completion.
- e. Partial completion of new perennial installation – the remainder will be planted in Spring 2016 when plant material becomes available.
- f. Tuck pointing project is complete – by RC Builders
- g. Landscape Solutions bid for shrubbery – previously approved, now reduced to \$790

III. OLD BUSINESS:

- a. Continued discussion about BBQ grills on decks – practicality of monitoring the difference between a gas/charcoal/electric grill – does the rules need to be amended?
- b. Discussion regarding collection practices: review proposed language and policies – pages 37 – 38 of packet Motion to approve language and policies with change of date to November 1, 2015 by **Ron Geddish**, seconded by **Steve Miller**. **Motion Carried - ALL**
- c. Discussion regarding requirement of co-owner must live in unit for one year before they may rent unit. This will require amending the By-Laws. How to get the required votes to amend? TABLED

IV. NEW BUSINESS:

- a. 1306 South Washington issue with no carpeting in an upper unit? (P. Smith is the landlord/co-owner of the lower unit). Board must enforce By-Laws. Have co-owner sign agreement like previous agreements for this issue.
- b. Review of snow removal service. Proposal from Landscape Solutions of Michigan – pages 31 -36 of packet. A committee form to review snow removal service, with members: Steve Miller and Josh Alpert. Committee to set the parameters that company will need to follow. Motion to approve by **Ron Geddish**, seconded by **Steve Miller**. **Motion Carried - ALL**
- c. Allow co-owners to submit an alt/mod for balcony screens. Send those current co-owners warning letters requesting alt/mod. If no alt/mod received fine until one is

received. Motion to approve by **Steve Miller**, seconded by **Yana Staples**. **Motion Carried – ALL**

d. 142 Georgetown Square South has a propane tank on grill and on balcony clearly visible.

V. SCHEDULING OF NEXT MEETING:

Monday October 19, 2015 at 6:30 PM at Josh Alpert's home: 189 Georgetown Square North

VI. ADJOURNMENT:

Motion to adjourn by **Ron Geddish**, seconded by **Steve Miller**. **Motion Carried – ALL**