

Main Street Square Condominium Association Board of Directors

Meeting Wednesday, May 27, 2016

At the Home of Ron Geddish, 1303 South Washington, 6:30 PM

I. Administrative Issues

- A. Call to Order and establishment of a quorum
- B. Roll Call Ron Geddish (P), John Myer (P), Matt Kaminski (A), Yana Staples (P), Steve Miller (P) Mike Haberlein (P), Chuck Semchena (A)
- C. Minutes – postponed reading of the minutes, Matt is absent and therefore we do not have the minutes.
- D. Minuets – Motion by Ron Geddish, seconded by Steve Miller to approve the regular and executive minuets from December 3, 2014 meeting and to incorporate votes. (pages 1-2) Motion Carries - All
- E. Review of the October 2015 Financial Statement (pages 4-20 of packet)

December	Actual	Budget
Income for the month	25,580	23,580
Expenses for the month	30,703	23,867
Net Income (Loss) for the month	(6,923)	(2)
Net Income (Loss) for the year	(26,685)	(16)
Reserve Fund Contribution	2,500	2,500
Working Reserve Fund	43,932	
Designated Reserve Fund	57,559	
Reserve Fund Balance	101,491	

Motion by **Ron Geddish**, seconded by **Steve Miller** to approve October Financial state and file for audit. **Motion Carried - ALL**

- F. Review of the January 2015 Financial Statement (pages 21-34 of packet)

October	Actual	Budget
Income for the month	23,580	23,580
Expenses for the month	15,952	23,857
Net Income (Loss) for the month	7,828	(2)
Net Income (Loss) for the year	(18,857)	(18)
Reserve Fund Contribution	2,516	2,500
Working Reserve Fund	43,932	
Designated Reserve Fund	60,074	
Reserve Fund Balance	104,006	

Motion by **Ron Geddish**, seconded by **Steve Miller** to approve October Financial state and file for audit. **Motion Carried - ALL**

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G. The February Financial Statement is not available to include with this Board package.

H. Attorney's invoices – none

I. Attorney's List and late list from December 21, 2015, January 16, 2016 and February 2016 (pages 35-44

J. Attorney's correspondence – none

K. Status letters – none

L. Co-owner Correspondence

Unit 22 – Second request for response regarding carpeting - \$50 fine – there have been no further complaints (page 45) Co-owner needs to be fined a second time.

Unit 52 – Brian Turner – issues not resolved (pages 49-53)

Mike needs to check with Chuck to see if we received warrantee

Association assumes warrantee

Install weather stripping on garage door

Reimburse for paint up to \$125

Inform Brian of plan

Motion by **Ron Geddish**, seconded by **Steve Miller** to approve plan **Motion Carried - ALL**

II. Maintenance Issues

A. Proposal from Joe's Quality Construction for roof replacement on 2 buildings (page 46)

Last time damages was cause by tossing materials from roof.

They must prevent damages this time. They may decide what would work best. Tarps should be used over front and back of buildings.

Motion by **Ron Geddish**, seconded by **Steve Miller** to approve plan **Motion Carried – ALL**

B. Georgetown landscaping improvements – where do we go from here? (page47)

\$13,000 budget for landscaping, \$2,000 maybe used for benches. May want to do half of Georgetown this year and half next year.

Motion by **Ron Geddish**, seconded by **Steve Miller** to approve plan **Motion Carried – ALL**

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C. Gazebo Benches (per Steve Miller – provided diagram) Steve can determine how to spend the \$13,000

D. Modification/Alteration request – When are they necessary? What are the requirements (page 48)

Requirements will be drafted, Chuck will review, then letter will be sent.
Needs to include the collection section from the By-Laws.

III. OLD BUSINESS

1. Unit 22 – Afzal – upper unit without carpeting – there have been no further complaints.
2. Unit 35 – 149 Kennilworth – Michael Clubine – leaking in unit as a result of needed deck repair in upper unit (Staples)
3. Unit 52 – 144 Brian Turner – garage door and interior painting issues. No action has been taken.
4. Unit 56 – 132 Allenhurst – Dolores Tanana – leaking around skylight – resolve (pages 54-55)
5. Unit 99 – 187 Kennilworth – Carolyn Smith – leaks around window bay – no recent leaks – not an issue at this time (pages 56-57)
6. Status of bay windows on the Main Street – done
7. Landscaping Contract with Landscape Solutions of Michigan is signed.

IV. NEW BUSINESS

1. Review of first draft of 2016 – 2017 Operating Budget – Ron Geddish 90,000 will go into reserve (pages 58-59)
Motion by Ron Geddish, seconded by Steve Miller to approve budget Motion Carried by All
2. Selection of Collections Attorney – Judy Schlottman Review performance after 12 months
Motion by Ron Geddish, seconded by Steve Miller to approve budget Motion Carried by All
3. Selection of a CPA firm for tax preparation and annual review (pages 92-103)
Gwizdale & Assication, P.C. Review after 2015 and 2016 has been completed.

V. FOR THE GOOD OF THE ORDER

- Next Meeting time, date and location. To be determined
- Adjournment. Motion: Ron Geddish, Second: Steve Miller, Yah: All