



Association Management, Inc.

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MAIN STREET SQUARE OF ROYAL OAK BOARD OF DIRECTORS MEETING – WEDNESDAY, June 15, 2016, At the Office of Chuck Semchena, 210 E. 3rd Street, Suite, Royal Oak

(The entrance is actually on Troy street and is marked above the door. It is about 30 ft. North of the entrance to the Comedy castle. Directly across the street on the east side of Troy is a small fenced in parking lot where you can park without charge. When you enter take the elevator to the 2nd floor - Turn right as you exit and my suit is the last one at the end of the hall with the double glass doors, It appears everyone has agreed to have the meeting on Wednesday Jun 15th at the regular time of 6:30 pm. If you have any questions or problems getting in- Just call me: (248) 765-5758)

- Order of Business -

Invited guests: Judi M. Schlottman, Esq. and Charles Semchena, Esq. to discuss with the Board the issue of carpeting in upper floor units, the Bylaw requirement and lack of consistent enforcement over the years (see enclosed materials in the Board Package)

I. Administrative Issues:

- a. Call to order and establishment of a quorum:
Present: Yana Staples, John Myer, Ron Geddish (phone), Mike Haberlein, Judi Schlottman, Charles Semchena
- b. Upper Unit wood floors – The board was presented with six options that maybe taken individual or in any combination.
 - i. Amend the By-Laws – Remove the carpet requirement. If not approved, gives the board weight to enforce and defend.
 - ii. Grant Alt-Mod approval and immunity to all that currently have hard wood floors and disclose. If noise complaints they will be required to install carpet.
 - iii. Special Assessment – Install sound proofing in the common areas between the units in the floors.
 - iv. Analyze on a case by case basis. This is what we are doing now and this is not good to continue as is.
 - v. Strict enforcement – this may cause an increase in insurance and increase lawsuits.
 - vi. Include notice with status letter at closing for upper units where the buyer will be required to sign-off. Chuck will author the notice. Ron Geddish motioned to proceed with this option, John Myer second, All agreed

The Board needs further discussion on this issue. Need to ask ourselves how is what we are doing benefiting the association.

- c. Minutes of the May 11, 2016 Board Meeting - Motion by Ron Geddish, with the inclusion of the metal bend poles at the emergency cut overs between the parking areas, seconded by John Myer to approve the regular and executive minutes from the May 11, 2016 and to incorporate votes via email since the last meeting (see below). (Please note that we still do not have minutes from the October meeting which Matt Kaminski agreed to write and distribute to the Board for approval). All agreed

Motions approved since last meeting:

Approval of the May 2016 Payables – 5/20/16

- d. Review of the May 2016 Financial Statement:
Motion to accept Ron Geddish, second by John Myer, All agreed

MAY 2016	Actual	Budget
Income for the month	23,845	23,955
Expenses for the month	21,099	25,189
Net Income (Loss) for the month	2,746	(1,234)
Net income (Loss) for the year	2,746	(1,234)
Reserve Fund Contribution	9066*	2,500

Working Reserve Fund	43,932
Designated Reserve Fund	62,584
Reserve Fund Balance	106,516

*\$2500 deposit and a \$6,554.25 correction and \$11.80 interest

- e. Attorney's invoices – none
- f. Attorney's list and late list from 5/18/16
- g. Attorney correspondence:
 - Unit 105 - Notice of Delinquent Assessments and Title Search
 - Response from Judi Schlottman re: several issues
- h. Status letters –
 - Unit 111 - Sale from Jared and Crystal Weir to Bill and Carol Horvath – closed on 5/26/16
- i. Co-owner correspondence
 - Unit 2 - Courtesy notification about garage door repair – co-owner has responded and order new panes
 - Unit 10 – Violation warning – decorative item hung on the door
 - Unit 55 – Violation warning – miscellaneous items stored on the front porch
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 - NOTE: Printed letter is missing the date
 - Unit 94 – Co-owner wishes to refute the violation warning and fine
 - Ron Geddish motioned that we waive the fines, may not the next time, second by Yana Staples, All approved

II. MAINTENANCE ISSUES

- a. Joe's Quality Construction – roof replacement project tentatively scheduled for the week of June 13 – notices will be posted on front and garage doors, co-owners will be mailed a notice and emailed a notice. Quality is aware of the need to protect wrought iron railings and the requirement to rectify the paint on wrought iron railings along Main Street from last year's project. Start on Monday June 20th.
- b. Georgetown landscaping improvements – Steve Miller – benches, landscaping, etc. (tabled)
- c. Gazebo Benches (per Stephen Miller) (tabled)
- d. Fencing at the NE area along Kenilworth – are there any city regulations to prohibit this? (tabled)
- e. FHA approval process – PRO Realty Proposal - \$~ \$595
Ron Geddish motioned to approve, second by Yana Staples, All approved

OLD BUSINESS

- a. At least 5 units will require new Dec-Tec membranes installed this summer: shall we proceed with Quality Construction? This needs to be a high priority! The contractor need to resend an updated proposal.
- b. Detroit Build is preparing proposals for: 1) repairs necessary for the other 20 end bays and 2) replacement of wood railings and painting wrought iron railings on approximately 44 decks. Still waiting for quotes
- c. Spring walk-through inspection was conducted on Tuesday, May 3 . . . violation correspondence is sent, work order are in process but not completed.
- d. Page 53 – Needs clarification and price, will vote by email.

- e. Supplement Pages 3 and 4 – Mike needs more investigation
- f. Supplement Page 5 – Replace what needs to be replaced. Replace cage with louvers. Ron Geddish motioned to accept, second by Yana Staples, All approved.

IV. NEW BUSINESS

Preparation for the Annual Meeting – Agenda – any particular items for discussion
No one sent in resumes, so no new Board members. Keep present Board on the ballot.
Ron Geddish motioned to accept, second by Yana Staples, All approved.

V. SCHEDULING OF NEXT MEETING

June 30, 2016 - Annual Meeting – Royal Public Library

- VI. ADJOURNMENT – Motion by Ron Geddish, seconded by Yana Staples, to adjourn the meeting at 8:33 PM.