



Minutes

November 16, 2009
 7:00 – 8:30 PM
 Robbins Residence

Board of Directors

AGENDA

- 7:00 **CALL TO ORDER**
- 7:02 **SECRETARY'S REPORT** (Lisa)
 Current Status of Website Documents
- 7:05 **TREASURER'S REPORT** (Dave)
 Review and approve Association Financial Report
 - a. Conform both copies of September & October bank statements (Dave & Steve/Lisa)
 - b. Confirm current month bank reconciliation (Dave & Board)
 - c. Review September & October Financials (Dave)
 - d. Update Unpaid Dues/Lien Status: (Dave)
- 7:15 Status of *Gerald Hoffman Accounting & Tax Services* Annual Financial Review for 2007/2008 (Dave)
- 7:20 **MAINTENANCE – NORMAL** (Art)
 - 1. Review Maintenance Report
- 7:25 **SOCIAL:**
 - 1. Results of CFHA Halloween Parade/Party (Jennifer)
- 7:35 **ARCHITECTURAL CONTROL: ENFORCEMENT** Update current status & determine next steps
 - 1. Multiple locations Satellite Dish Location (Larry)
 - 2. Multiple locations Unsightly and/or unkempt grounds (Larry)
 - 3. Architectural Control Notice (Art)

RESULTS

- Dave Renner, Larry Lloyd, Art Belloli, Bill Robbins and Lisa Cooper
- Web documents posted
- September 132,739.54 confirmed. October \$127,742.26 confirmed.
- Emergency reserve..Dave didn't bring the details. **AI – Dave will send email confirming expense**
- AI – Dave will work on proposed budget for 2010**
- AI – Dave will get materials back**
- See document
- Great job Jennifer and Committee!! Thank you.
- Neighbors out of compliance will receive letters.**
- 2 addresses identified to receive letters based on landscaping and home repair issues.**
- See above. This will be focus for now.



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- 7:45 Status of Approved Improvement Projects
1. *Remove & Replace Island Shrubs – Begonia Brothers (31 removed and replaced with 15-18" Green Velvets @ \$49 = \$1519) COMPLETED @ \$59 = \$1829*
 2. *Reinstall loose stones on stone walls and signs (Dan Wright Custom Carpentry) Originally estimate 16 loose stones revealed total of 40 to be repaired as other defects were discovered, COMPLETED @ \$1,275*
 3. *8-Mile Berm Evergreens (c \$365 ea for 7-8 ft. Spruce installed) Approved: hold planting until fall*
 4. *Add 9-Mile Crab on West Side (Art) Cannot locate multiple-trunk crab in Mich or Ohio*
 5. *Construct Test pod/boxes with Azek (Number & side trim test completed) (Art)*

Reported complete

Reported complete

AI – Art send email on 8Mi berm evergreen placement (agreed to plant in fall).
Cannot find multiple stem Crab to match opposite side. Will hold action until spring.
Reviewed engraving and found good options. AI – Larry, Art, and Dan Wright Custom Carpentry will construct a test.

- Approve Research for Potential Projects
1. *Signage restoration/renovation (Larry & Calypso Signs)*
 2. *Upgrade Mailboxes*
 - a. *Straighten Crooked Mailbox Bases: Results of research with Fence companies (Bill)*
 - b. *Paint all bases*
 3. *Replace broken 8-Mile curbs*
 4. *Install Entryway Landscape Lighting*
 5. *Remove 8-Mile "Ditch"*
 6. *Lobby Novi for CFHA Street repaving*

Volk does these signs too. Board agreed with Larry proposal to have them do, but ensure they comprehend city requirements
AI – Art, does Alex know if there is concrete underneath? We assume so, but need to know

- NEW BUSINESS:**
1. *Insurance Coverage Recommendations (Lisa, Dave & Larry)*
 2. *Vandalism Letter (Larry)*
 3. *Annual Dues & President's Letter (Art)*
 4. *Eye on Novi Beautification Award Status (Art)*
 5. *Annual Meeting Next Steps*
 - a. *Confirm Date: 7 PM, Tues, January 5, 2010*
 - b. *Reserve Civic Center Conference Room & Screen/Projector*
 - c. *Develop, Edit, & Approve Slides*

Have not heard back from agent. AI – Lisa to check. Also, check with Harrington (lawyer) regarding the strength of our bylaw language regarding errors and omission liability for board members to help us determine the need for separate insurance in that regard

Should go out with annual letter

AI – Art will check with Kelly

Received Award

AI – Lisa will confirm. Bill will bring projector. Lisa will post tents once annual letter goes out. Tents should contain both annual meeting date and dues due date.

- 8:25 **SCHEDULE NEXT MEETING DATE/PLACE:**
- Date: December 14
January 5 (Annual Meeting)
- Host:

8:30 **ADJOURN**