



# RESULTS

November 19, 2012  
7:00 – 8:30 PM  
Belloli Residence

## Board of Directors

### AGENDA

- 7:00 **CALL TO ORDER**
- 7:02 **SECRETARY'S REPORT**
- Determine Meeting Recorder
- 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. Review/Approve Financial Statements (Dave/Board)
    - a. September, 2012
    - b. October, 2012
  - c. Confirm current month bank reconciliation (Dave & Board)
  - d. Update Unpaid Dues/Lien
    - a. Status: (Dave)
    - b. Next Steps: Letter?
  - e. Treasurer Role/Responsibilities Plan (Dave)
- 7:20 **MAINTENANCE – NORMAL (Art)**
- 1. Review August–September–October Maintenance Report
  - 2. Pending: Remediation for 8-mile endcap using Pavers over substantial crushed stone base
- 7:25 **ARCHITECTURAL CONTROL:**
- 1. *Results from 9/2012 Updated Survey (Larry)*
  - 2. Open Architectural Requests (Heidi)

### RESULTS

Board members Present: Stephen Letzeiser, Dave Renner, Dorisanne Isele, Karl Isele, Larry Lloyd, Mukul Rath, Art Belloli  
Not Present: Heidi Rhome, Lisa Cooper

September bank balance confirmed at \$133,652.16  
October bank balance confirmed at \$129,424.68

Same 3 residents remain outstanding

- a. Still same 3 delinquencies
- b. By November 30, Mukul will write and forward for board review/approval a draft of a letter to the 3 residents

Dave & Mukul will meet over the Thanksgiving holiday to set a plan.

- 1. Refilled Rid-O-Rust Tanks at both entrances
- 2. Winterized both wells and irrigation systems
- 3. Completed Weekly Lawn Mowing and Seasonal Fertilizing Rounds
- 4. Replaced burned out lamps at entryways whenever necessary; no outages lasted longer than 2 days
- 5. Coordinated with Novi DPS the relocation of the no-thru-commercial-vehicle sign closer to 8-mile to mitigate trucks cutting across curb & lawn when entering Chase Drive.
- 6. Closed out previous small storage unit; opened two larger (1 car garage size) units to accept and store mailbox renovation materials
- 7. Took delivery of all mailbox renovation materials, located and setup separate heated workspace, Began painting and assembly process for 48 boxes.
- 8. Completed temporary repairs to several out-of-order mailboxes
- 9. Followed with Novi DPS re 8-mile end cap curb replacement

City DPS replaced east curb on 8-mile entrance; we are waiting for west curb and crushed sidewalk replacement before installing pavers.

43169 Ashbury: All season room w/basement walkout



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### 7:45 MAINTENANCE – IMPROVEMENT PROJECTS

#### MAILBOX REPLACEMENT:

*Current Out of Order Repairs to be made with Azek Rim Joist Cover in Slate Grey as much as possible, then with painted Azek Trim Board or Cedar as appropriate*

#### NEW BOXES: PROJECT STATUS:

- Rented a second larger 10X20 (1 car) storage space at Estate Storage;
- Received & stored Home Depot Mailbox shipment of 330 boxes
- Received & stored Kiln-Dried After Treatment KDAT support lumber & trim boards
- Secured sufficient supplies of out of production Azek Rim Joist Cover Boards to complete entire project; Shipped same to CNC supplier in Howell for production
- Updated CNC cutting/forming for Azek parts to further improve mailbox design, durability and operation
- Received all Azek components cut and shapped by the CNC process
- Located a separate heated worksite to cut, trim, and paint the KDAT trim boards and assemble the Azek mail and paper boxes
- Developed effective method to remove metal box door hinge rivets without damage to painted surfaces
- Developed jigs for positioning & drilling the Azek to metal door and the lions head pull rings
- Transitioned to stainless steel "sex bolts" for door hinges instead of aluminum for improved durability.
- Recalculate labor hours required to assemble mailboxes in order to project number of boxes completed/installed relative to available 2012 funds / weather
- Next Steps:
  - Start assembly and installations at south end of subdivision;
  - Coordinate with Treasurer to budget limit for 2012

Board reviewed and supported current status

### 8:00 OLD BUSINESS

- Email Distribution List (Have 302 of 330; need 28)
- Eagle Scout Project Status (Larry)
- Other
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Will do a mail merge following the email updates received with the year-end dues payments.

Progress continues.

Board will have Dead Park tree threatening DeerBrook home dropped

### 8:10 NEW BUSINESS

- Plan Annual Meeting: 7 PM, Tuesday, January 22, 2013, Novi City Council Chambers

Reserve Chambers: Lisa

Prepare Presentations: Art, Dave,

Critique Presentations: Board

### 8:25 SCHEDULE NEXT MEETING DATE/PLACE:

Date: Tuesday, January 22, 2013  
Place: Novi City Council Chambers

### 8:30 ADJOURN