

Willoway Condominium Association Board of Director's Meeting
June 7, 2021- General Minutes
APPROVED August 11, 2021

Meeting called to order at 3:56 pm by Diane Peck, President.

Present: Diane Peck (President, Assistant Secretary), Carol Durkin (Vice-President), Jean Brittain (Secretary), Mike Arlow (Treasurer-present by phone), Jim Dafoe (AMI Community Manager).

Excused: Dr. Kurm Manyam

Approval of Minutes

- Motion by Diane Peck to approve the Executive and General Minutes from the May 12, 2021 Board of Directors meeting with one correction of the word "form" to "from" under "Approval of April 2021 Operating Statement". Second by Mike Arlow. Unanimous approval.

Approval of May 2021 Operating Statement

- Jim Dafoe reviewed the financial documents. There were no questions from the Board.
- Motion by Mike Arlow to approve the May 2021 Operating Statement. Second by Carol Durkin. Unanimous approval.

Treasurer's Report - See attached Treasurer's Report for details

- Treasurer's Report dated June 2, 2021 was discussed and filed for the records.
- Checking Account Balance as of June 2, 2021, as reported in the Treasurer's Report submitted by Mike Arlow, Treasurer, is \$26,525.98
- Reserve Account Balance as of June 2, 2021, as reported in the Treasurer's Report submitted by Mike Arlow, Treasurer, is \$203,544.31. In six (6) years (2015-2021), we have gone from \$20,000 to over \$200,000 in our Reserves. This will make capital improvement projects such as roofs and driveways doable when the time comes.

Old Business

- 1. Rules and Regulations** – We have received comments from Sarah and incorporated them into the document. The Committee met yesterday and the final version has been sent to Sarah. As soon as we have them back from her, we will distribute them to the Board and vote on approval by email. They will then be copied and distributed to take effect July 1, 2021. Then WE CELEBRATE the end of this long and tedious process knowing Willoway has great Governing Documents that we are proud to distribute and post.
- 2. Door replacement** – Still waiting on the first door to arrive. Since it is taking so long to get the doors, once we have one and are sure it fits, we will order all of the remaining 33 doors so we can complete the entire complex in 2021/2022.
- 3. 2021 Landscaping/Planting** – Still waiting for an estimate from Great Lakes on mulch and landscaping for the fronts of A 5-8, E 1-4, F 5-8 and I building. Jim has been in touch with Don and is putting some pressure to get the estimate. Discussion on plan of action for addressing situation behind C building and what we might be able to get the shopping center to do with the wall and plantings. Residents of C building have been trying to get Kroger to install shields over the alley lighting so they reflects down into the alley instead of into their windows. We will continue to investigate the fencing and shrubbery responsibility with Oakland County and Bloomfield Township.
- 4. Cement Walk-Around**– Cement bid was approved by email vote and work on the drainage problem by the front of G and I buildings has been started. Cement work on porches, sidewalks and patios will continue this week. Several Co-owner's are expanding their patios to the maximum size allowed/possible (at their expense) which improves the look for everyone.
- 5. 2021 Bush & Tree Planting** – We have the Amber Jubilee shrubs to go around B-1, B-2, D-5, E-1, E-2, H-2 at Co-owner expense. We also have 2 limelight hydrangeas for the corner of A and F building by the meters and 2 hydrangeas for the corner of E building and 2 for the sides of I 5-8 back porch. After the planting, cement work, etc, we will have several areas needing grass seed this fall. Again, we need these shrubs planted ASAP. We were able to find an Autumn Blaze Maple for the back of E building and a Redpointe Maple for the front of I building at Goldner Walsh for much less than the quote from Arbor Tree. The drainage issue is almost finished so Diane will call Goldner Walsh to get on the planting schedule for the 2 trees. We will also ask about possible landscape design and estimate on plantings for building fronts.
- 6. Power Wash Porches** – Completed and looks great. Definitely needed to be done. Shutters look brand new. We should budget/plan to power wash at least every other year. Add back of H/I carport to future power washing projects.

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New Business

1. **Late List from Attorney** – Discussed in Executive Session.
2. **Hallway Carpeting** – After carpet cleaning by Modernistic, some of the hallway carpeting is not coming clean and we need to start considering replacement over the next few years. Jim will obtain some estimates and we can budget beginning in 2022 to begin replace the carpeting.
3. **Hallway Painting** – It would make sense to paint before new carpeting is installed. Jim has painting estimates from Perkins and U&S Paint. He will confirm the prices and wallpaper/moulding removal with them.
4. **Hallway Runners** – Some of the runners are in bad shape but most are pretty good. There are probably 2-3 that should be replaced. We ordered them in 2017 so they are holding up well. We will order 3 more for now to replace the ones that are in bad shape. We can order more after carpet is replaced if necessary.
5. **Parking at I building** – Visitors to I building are backing in and that puts the truck bed over the grass which can sometimes interfere with lawn mowing. If it continues, we may need to put a notice up in I building. The parking curbs work well but the 6 curbs in front of I 1-4 are too close together to park in alignment with them. We will ask Ben from RC Concrete about removing one from the I 1-4 section and spacing the remaining 5 out better.

Electronic Actions Taken – Email vote of May 13, 2021 to approve Cement/Asphalt/Drainage contract was submitted for the record.

Correspondence - Violation letters/Requests/Exceptions - Discussed in Executive Session

Next Board Meeting will be held on **Wednesday, AUGUST 11, 2021 at 3:00 pm** at Unit E-1.

Motion to adjourn by Mike Arlow. Second by Jean Brittain. Meeting adjourned at 5:16 pm.

Respectfully Submitted,



Diane Peck, Assistant Secretary