

**TPSHA Board Meeting  
Minutes  
March 8, 2018  
Terri Hutter's Home @ 6:30 pm**

Members Present: Jim Sisung, Laurie Foondle, Terri Hutter, Lindsay LaJoye, Brian Corcoran (via phone due to being sick)

**A. Approve Agenda**

Moved by Laurie, seconded by Lindsay, to approve the agenda. Motion carried unanimously.

**B. Approve February 2018 Meeting Minutes**

Moved by Jim, seconded by Terri, to approve the minutes. Motion carried unanimously.

**C. Approve Bills/Sign Checks**

Bills paid from Huntington Bank Main Checking Account

Auto Payment, \$842.78 – Republic Services (Trash Removal)

Check 1047, Voided check for pond treatment permit incorrectly written to Blue Water Aquatics

Check 1060, \$6000.00 - DK Outdoor Services (Snow Removal)

Check 1061, \$75.00 - State of Michigan (Pond Maintenance) - Permit

Check 1062, \$1600.00 - DK Outdoor Services (Snow Removal)

Check 1063, \$2510.00 – Blue Water Aquatics (Pond Maintenance) – 2017 Phragmites cutting and removal

Moved by Brian, seconded by Lindsay, to approve the bills. Motion carried unanimously.

**D. Review 2017 Budget, Financial Statements**

The budget and financial statements were reviewed. All of the budgeted items are tracking as expected with the exception of pond maintenance (because of the 2017 expense paid in 2018) and snow removal.

**E. Old Business**

a. Delinquent Homeowners – Status

Only three homeowners were due to still pay. Terri will contact them.

b. TPSHA Website – Update

New website is up and running.

c. Emailing Invoices – Update

Invoices will be mailed and emailed this quarter. Kathryn won't be attaching an invoice to the email but will be including the invoice information in the body of the email.

d. Dues Auto Payment - Update

The Board decided not to accept alternative payment methods at this time. We will make sure homeowners realize that many banks allow them to set up auto payments at no cost.

**F. New Business**

a. TPSHA Correspondence – Homeowner-related Issues

There were no homeowner-related issues.

b. Snow Removal Contract

The Board discussed changing the snow plow requirements to 3” versus our current 2” removal, as well as discussion on potentially doing only the roads vs driveways for certain levels of snow fall to decrease cost. Brian thought DK Services would work with us to meet our requirements.

c. CCRs Enforcement

The Board discussed if we should proactively contact homeowners who violate any CCR or should implement fees or repercussions for those who have violated the CCRs. We agreed unanimously not to actively look for violations but to respond to official written complaints from homeowners. We will revisit the need for fees or other repercussions at a future date if we decide it's necessary.

Terri will prepare a generic reminder about some of the CCRs to be included with the Spring Clean-up email reminder.

**G. Grounds Maintenance**

a. East and West Pond Peninsula Clean-up

Brian and Terri walked the East and West Pond common areas discussing the overgrown vegetation. A previous Board had committed to keeping the north and west sides of the east pond free of overgrown vegetation. Brian will ask a couple of companies for estimates to clean up the overgrown vegetation although the amount of overgrown vegetation on the west pond peninsula will most likely make the cost of that clean-up prohibitive.

The Board gave its permission to the individual homeowners to remove overgrown vegetation from the common areas around both ponds.

b. Pond Treatment Permit Signatures

All signatures received and mailed on February 19<sup>th</sup>.

c. Phragmites Cutting

The Phragmites have now been cut and removed from both ponds per the contract with Blue Water Aquatics.

**H. Open Floor**

The Board discussed whether it was willing to send emails promoting lawn maintenance contractors or other vendors and decided not to do so.

**I. Set Dates/Locations for Upcoming Meetings**

May 10<sup>th</sup> at Jim's house @6:30pm

June 7<sup>th</sup> at Lindsay's house @6:30pm

July 19<sup>th</sup> at Laurie's house @ 6:30pm

**J. Adjournment**

The meeting was adjourned at 8:17pm.