

**TPSHA Board Meeting
April 20, 2020
6:00 pm – Virtual Call via Zoom**

Meeting called to order at 6:12 PM

Members Present: Michael Garris (President), Andrew Lovett (Vice President), Janice Raymond (Treasurer), Mike Losey (Secretary), Elizabeth Linkous (Maintenance)

- A. Approve April 2020 Agenda
 - a. Moved by Andrew, supported by Elizabeth, to approve the agenda. Motion carried unanimously.

- B. Approve February 2020 Meeting Minutes.
 - a. Moved by Andrew, supported by Elizabeth, to approve the February 2020 meeting minutes. Motion carried unanimously.

Note: Because of Covid-19 and stay-in-place orders, the March 2020 Board meeting did not occur and there will be no March 2020 minutes.

C. Approve Bills/Sign Checks

Transfers/deposits/checks paid

2/18/2020		Transfer To Huntington C...		[Deposits Pending]	R	260.00
2/21/2020	Debit	Federal Tax Deposit For ...	2019 Tax Payment	Taxes-Federal	R	-274.00
2/24/2020		Transfer To Huntington C...		[Deposits Pending]	R	1,027.60
2/29/2020	1168	... D.K. Outdoor Services	Inv 43926 2/10 Ro...	Snow Removal	R	-1,545.00
			Inv 43928 2/6 Roa...	Snow Removal	R	-425.00
			Inv 43933 2/26 Ro...	Snow Removal	R	-1,795.00
2/29/2020	1169	... Kris Foondle	AsphaltPatch	Road Maintenance	R	-14.58
			Web site hosting	Miscellaneous	R	-33.60
3/9/2020	TXFR	Transfer From Huntingto...	Asphalt Patch - Re...	[RF Huntington Money...	R	14.58
3/9/2020		Transfer To Hungtington ...		[Deposits Pending]	R	520.00
3/16/2020	Debit	Republic Services #241	3/1/2020-3/31/2020	Trash Removal	R	-894.29
3/21/2020	1170	State of Michigan	Permit	Pond Maintenance		-75.00
4/3/2020	Debit	Transfer To Huntington ...	2nd Quarter Road ...	Road Fund Deposits		-3,050.00
4/6/2020		Transfer To Huntington C...		[Deposits Pending]		2,860.00
4/6/2020	Debit	Federal Tax Deposit For ...	2020 Tax Payment	Taxes-Federal		-400.00
4/10/2020		Transfer To Huntington C...		[Deposits Pending]		1,560.00
4/14/2020	Debit	Republic Services #241	4/1/2020-4/30/2020	Trash Removal		-894.29
4/17/2020		Transfer To Huntington C...		[Deposits Pending]		1,820.00
4/17/2020	1172	**VOID**Laurie Foondle	Wrote for wrong a...	Information Officer	c	0.00
4/17/2020	1171	**VOID**Terri Hutter	Wrote for wrong a...	Bookkeeping	c	0.00
4/18/2020	1173	Laurie Foondle	Information Officer...	Information Officer		-130.00
4/18/2020	1174	Terri Hutter	Bookkeeper 2020 ...	Bookkeeping		-130.00

Moved by Mike G, supported by Andrew, to approve the above payments. Motion carried unanimously.

Bank Account Signatures

The Board needs to have a third Board member authorized to sign checks in case one of the other two Board members are not available; therefore, Andrew Lovett will be added as a signature to the checking account as a third signature.

Moved by Mike L, supported by Janice, to approve that Andrew Lovett be added to the TPSHA bank accounts as a signer. Motion carried unanimously.

D. Review of YTD 2020 budget/actuals/financial statements:

- The financial statements and actuals were reviewed and tracking as expected with less than usual invoices coming in because of the Covid-19 stay-in-place orders.
- For those homeowners that may need extra time to pay homeowners' dues this quarter, the Board wants to communicate we will work with any homeowners to help them through this time. Mike G. will send out email to residents with these sentiments.

Moved by Mike G, supported by Elizabeth, to approve the Treasurer's report as submitted. Motion carried unanimously.

E. Old Business

- One mailbox lock still needs replacement. Once the work stoppage order is over, we can proceed to hire the company to do the work.

F. New Business

Yard Waste

- The vendor is not currently picking it up until after the work stoppage order.
- One resident asked Mike G. if they can create a burn pile near the pond. Unfortunately, we cannot get a burn permit because of the work stoppage so we cannot proceed with any burning.

Mowing of the Entrances

Mike Losey and Wes Ichesco mowed the north and south entrances this week. The ponds still need attention.

- How do we maintain all grounds ongoing until the work stoppage is lifted?
 - Mike G. will ask volunteers in the mass email and divide the work among those that volunteer. The entrances will get the main priority and if we have enough volunteers, we can do the pond areas.

Trash Bins

Residents are sending in written complaints that neighbors are not putting away their garbage and recycle bins. The Board has sent an email out to all residents reminding them of the CCRs that residents must put their garbage bins back in their garages and are not to be kept outside.

The Board President received several resident Thank You's for sending the email (as referenced above), as well as one complaint, regarding enforcing CCRs, which help keep our community looking nice.

Lighting at Entrances

Per last meeting, we discussed making improvements to the quality and quantity of lighting at the north and south entrances as well as adding spotlights to highlight outer and middle pillars. We will pursue this once the work stoppage order is no longer in force.

Fence Repair/Replacement

We will pursue this once the work stoppage order is no longer in force.

Little Library (LL)

Janice is asking Sue Corcoran and the LL committee to submit a proposal to the Board.

Checking Account Excess

Discussed we are investigating using the excess funds for Spring projects and will revisit where to invest the monies once the work stoppage order is lifted.

Road Crack Sealing

We will pursue this further once the work stoppage order is no longer in force.

New Slab for Mailboxes and Replacing Parcel Boxes

We will pursue this further once the work stoppage order is no longer in force.

Annual TPSHA Neighborhood Party

The Board hopes to have this event in late August or early September. We will begin planning early Summer and ask for volunteers for a planning committee.

G. Grounds Maintenance.

North and South Entrances

- Once the work stoppage order ends, comprehensive landscape work at both entrances will be done, including removal of invasive trees in the pines, removal of burning bushes and yews, and other landscape enhancements to keep our entrances uniform.

Moved by Mike G, supported by Andrew, to approve the vendor work for \$2,380 as submitted in quote by DK Services for the above-mentioned work. Motion carried unanimously.

H. Last meeting, we discussed the pothole starting at the south entrance.

- Kris Foondle fixed the pothole that was forming.

I. Open Floor

- Making sure that as a Board we are being approachable if any residents need help. Mike Garris will indicate this in his email to reach if they need help with lawns mowed, food, etc., or can volunteer to

help. We will also include a thank you to Erin and Eric Woods for coordinating the community food drive.

J. Meeting adjourned at 7:06 PM.

Next meeting scheduled for Monday, May 18, 2020 @6:00 Mike Losey's or virtually if unable to hold in person.