

Summer Oak Condo Association

Annual Meeting Minutes

Saturday, Oct. 7th 2023

A. Roll Call

- a. Call to order at 9:20 am

B. Proof of Notice

- a. Andi announced the annual meeting notice.

C. Proof of Quorum

- a. 56/60 units

D. Reading of Minutes of Preceding Annual Meeting

- a. The minutes have been posted and distributed to unit owners.
- b. Unit 5 moves to approve minutes of preceding annual meeting, 59 seconds, all in favor.

E. Report of Officers

a. *President*

- i. Currently out of the country on a trip, nothing to report.

b. *Vice President*

- i. Thanks to all who helped with storm clean-up throughout the summer.

c. *Secretary*

- i. Nothing to report at this time.

d. *Treasurer*

- i. Tim reviews the current budget.
- ii. Review of snow removal budget, if we get through without more snow we should be on budget. If it snows before year end, we have extra money in landscaping budget to use.
- iii. Taxes have gone down due to a budget error with the county.
- iv. The insurance expense explained that by paying in full we receive a discount. As of now it is being paid from reserves and then we are paying the money back into the reserves.
- v. Capital projects, at this time none are currently assigned.
- vi. Tim explains the goal of capital reserve being at 40% of the total budget as that is a goal of most municipalities and we would like to do the same for unexpected costs.
- vii. Unit 5 asked about recreation easements cost and for future homes, current cost is \$350 per household. The board is looking to create language to include future homes to opt in and charge same amount. Unit 12 stated documents for Kilpatrick Dr. lots included in recreation easement, the board will recheck documents.
- viii. Unit 9 asked about insurance cost, to itemize pool insurance cost. Unable to do this due to it being a total amount.
- ix. Unit 9 motion to accept, Unit 11 seconds, all in favor.

F. Report of Property Manager

- a. Andi thanks all owners for being a great association to work with.

- b. Thanks to all for helping with storm clean up and working with Andi on trash.
- c. Thanks to Josh, Barb, Kelsi for a great pool season.
- d. Unit (Charlie) & Unit 69 introduced as new owners.
- e. Reminder of pet forms & cleaning up after, this has not been an issue.
- f. Reminder of not grills on deck but can be set 10ft from building.
- g. Call the emergency number that is on website if anything is needed after hours.
- h. If you need your condo checked during the winter, let Andi know and they have a plan to choose from.
- i. Unit 59 asked to clarify what goes into trash, Andi explains if you do not think it should go in, it probably doesn't belong. For large items please call the trash hauler to pay for them to take it, also let Andi know in case it gets called in. For remodeling, items should not go into trash. Trash is only for household trash only. Unit 68, asks for clarifying cardboard break down. Unit 12 states that bins do not state cardboard is supposed to be recycled. Board will check on recycling guidelines. It was also explained that we looked at the trash providers website for more information.
- j. Unit 5 states meeting minutes are not updated on website, Andi states they were on there and will check with webmaster to update.

G. Report of Committees

a. Building and Grounds

- i.* This past year we replaced concrete steps on pool & tennis courts, this was due to their current condition.
- ii.* Majority of budget went to tree clean up and removal as we had several storms take out trees.
- iii.* Currently looking at the Cove Stairs near Building 1 to be replaced with natural stone from Criag Meister, project cost is \$30,000 and \$2,600 for engineering. Hoping to have the project started this fall.
- iv.* Russ talks possible Gray decking, Russ explains process for gray decking project regrading replacing Deck Railing \$85,000, Replace bridges - \$58,000, Parking lot \$65,000, Trash enclosure \$8,000, Tennis Court Repair \$18,000, Building 1 Stairs to Lake
- v.* Unit 69 ask about railings project, Russ explains the material is cedar due durability & availability and ease of painting.
- vi.* Russ explains there is a quote of replacement for individual deck boards with composite that individual owners could take advantage of.
- vii.* Unit 9 asks for clarification of use of composite board for other decks, Russ states that other decks could use composite board if they choose. The color would need to match.
- viii.* Unit 9 asks about composite decking being hot, it does get hot during the summertime.
- ix.* Unit 12 brings up issue of painting railing and suggests aluminum railing, there is a quote but is very expensive.
- x.* Unit 72 asks about Deno's doing bridges in aluminum, Russ states that had not been explored. The issue with salt on aluminum has been brought up and determined it would not be a viable option.

- xi.*** Unit 59 asked about lake side decks being inspected for safety, brought up the idea of deck inspections.
- xii.*** Peir steps at Gray's look rough & cleanliness, Russ states that he normally cleans it during clean up day and was gone this year due wedding.
- xiii.*** Subject of funding of increasing monthly dues versus onetime assessment and discussed.
- xiv.*** Can owners be forced to maintain their decks, Tim explains that decks status in the condo by laws and condo association rules.
- xv.*** Unit 12 ask about money toward the Gray units, would decks maintenance include other units in the future. This has yet to be determined.
- xvi.*** Unit Roberta, speaks to being a long time owner and thanks the board for their work. They ask that Russ make a recommendation of what projects need to be complete. Russ states that he believes all projects should be complete.
- xvii.*** Russ explains that cost are continuing to increase.
- xviii.*** Tom ask's about breaking out gray unit deck cost, explained that by-laws don't allow us to do this and as association cost goes around to everyone.
- xix.*** Tim explains income from raising dues and the impact.
- xx.*** Unit 59 makes motion raise monthly dues to \$300, second by 76, motion passed to raise dues on 01/01/24. Only two no's.
- xxi.*** Unit 31 talks about damage that the sun damage to deck.
- xxii.*** Unit 41 ask about the fine line between maintenance and safety, states that if decks are fixed, then we need to then look at enforcement of maintenance of the decks.
- xxiii.*** Unit 68 states that these projects need to be thought out with total cost written down on paper before making decision, Unit 5 brings up same sentiment and ask for total numbers.
- xxiv.*** Unit 12 brings up there are a lot of proxy votes and that those individuals might want to be a part of this discussion.
- xxv.*** Unit 75 asks about a special meeting being held through online, this option is currently unknown.
- xxvi.*** Unit Roberta ask how long these bids a valid for, states that bids will only go up and encourages a decision to be made.
- xxvii.*** Russ speaks to what items to be discuss for replacement. Items are then broken down with their cost.
- xxviii.*** Unit 75 asks about parking lot cost, if some items have been accounted for, Russ states that they have. Jerry speaks to what companies were contacted and quotes received.
- xxix.*** Unit 5 states how this these items were not brought up and does not feel comfortable voting on these increases.
- xxx.*** Unit 68 motion, unit 76 seconds to vote on special assessment for bridge, parking lot, and trash enclosures. A \$2,000 special assessment for all units, Due by April 1st. Andi announces there are 30 proxies currently at meeting. A vote then takes place. Motion passes with 35 yes, 10 no, 11 abstained.

xxxi. Tim discusses bringing up deck options at the next annual meeting, all agreed to this.

H. Unfinished Business

- a.* Unit 8 asks about electric car chargers, this is on the boards radar and will continue to look at options as the technology improves.

I. New Business

- a.* Election of Board of Directors—2 open Board Seats
 - i.* Tim & Jerry are up for re-election
 - ii.* Unit 5 with no other nomination move to reelect Tim & Jerry to the board, Unit 76 seconds, all say I, no nah's. Tim & Jerry elected back to the board

J. Approval of Budget

- a.* Tim explains budget with the new impacts of the special assessment and monthly dues.
- b.* Unit 59, unit 76 second, all those in favor and budget passes.

K. Such Other Business as may be brought before the Members

- a.* It is asked about Town Meeting regarding restaurant property. Board explains how township has to approach the property and it is civil issue between the township & owner. Unit 76 expresses everyone to keep going to township meetings to keep issue at the front of town board.

L. Adjournment

- a.* Unit 5 motion adjourn, seconded by 75, all in favor, meeting adjourned at 11:52am.