

**DRAFT**  
Homeowners Association Board Meeting  
July 26, 2023

Attendees: Dave Schafer, Kim Vitu, Karen Kimbro, Janet Gerhard, John Baron (absent)

The minutes of June 2023 were approved with the following changes:

Anyone needing Notary Services should contact Kim Vitu at Cumberlandwoods.net.

The board has decided to suspend funds for the Block Club Party, saving the Association \$4,000 per year.

**Review of the current Homeowner Association (HOA) Bylaws:**

**Janet, Kim and Karen** will begin reviewing the bylaws and will meet on August 30, 2023 at 7 pm to begin the process of making revisions and additions. Homeowner Association Bylaws have been collected from neighboring subs for ideas and comparisons. The bylaws will also be reviewed by Tom Vitu, who is an attorney and will help guide the process.

**Snow Removal:**

The board decided that we will discontinue the private snow removal in our sub and rely on the City of Rochester Hills. This will save the HOA budget \$4,000. This decision is fluid and can be changed if this arrangement does not meet the needs of our homeowners. The landscape contractor will continue to plow and salt when required on the common area and sidewalks.

**Front of Sub Beautification:**

Beth Larson, with the assistance of Janet, will plant mums and create a fall arrangement at the front of the sub. Dave indicated that there is a hay bale and scarecrow in the storage unit that may be used.

In the spring 2024, it was decided that perennials will be planted at the front of the sub and will be maintained by the contractor.

Last year, the contractor neglected to spray for dandelions making the front of the sub full of the weeds and looking unkempt. **John** will ensure that the weed control is applied this spring by the contractor.

A homeowner in the sub has agreed to weed and trim the right side of the front entrance, which is overgrown. The board agreed and has also agreed to pay a stipend of \$300.

**Speedbumps:**

The Board determined that additional speed bumps in the subdivision will not be a consideration due to costs and lack of homeowner permission.

**Bookkeeping Services for the HOA:**

The current homeowner, who has provided bookkeeping services for the past several years, is moving to another neighborhood. We are unsure if she will want to maintain the services.

**Karen** will meet with the bookkeeper to discuss the following issues:

1. Can the Treasurer assume the responsibility of sending out notices for HOA dues?
2. Does the 2nd letter sent to homeowners about dues state that a lien will be placed on the home?
3. Who pays the property taxes and utilities for the HOA?
4. Is it possible to invest HOA funds in a CD?
5. Will the bookkeeper want to retain the responsibilities or can they be transferred to the treasurer?

**Violation notices to homeowners:**

Several homes were flagged by the board with violations and **Kim** will be sending out notices. Some of the violations include:

Ripped screens on garage windows  
Tall weeds visible in flowerbed  
Camper in Driveway  
garbage cans visible

**Current Listing of Homeowners:**

It is possible to create a listing of homeowners using the city of Rochester Hills website. This was done several years ago by the HOA board. Since the turnover in the neighborhood is fairly small, is this worth undertaking? Will discuss at future board meeting.

**Future topics to be discussed:**

Delinquent HOA dues Small Claims vs Lien  
Bylaw changes/additions  
Bookkeeping Services  
Listing of Homeowners

The Bylaws meeting is August 30, 2023 at 7 pm. Place to be determined.

The next board meeting will be September 14, 2023 at 7 pm.

Minutes respectfully submitted,

Janet Gerhard