

MEADOW GROVE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
Wednesday, January 26, 2022, 5:00 p.m.
Remote Meeting
AGENDA

- I. **Call to Order**
- II. **Co-Owner/Visitor Forum**
- III. **November Meeting minutes approval**
- IV. **Management Report**
 - 1) Financial Report (December 2021 complete financials not completed-See bank statements)
 - 2) Unit Sales Report
 - A. Welcoming Committee Report – 3650 Meadow Grove Trail sold – No new owner info yet
 - 3) Work Orders - **Attached**
- V. **Open Business**
 - 1) Christmas Tree pick up – call Steven’s Disposal to schedule pick up. CO’s should call to schedule pick up
 - 2) MLP – Grading update – Jim Russo
 - 3) Foundation Systems of Michigan – *Deposits sent for 3635 BTD – FSM on hold. DM contacted SME, Washtenaw Engineering, and Robert Darvis and Associates who said “We can perform a visual inspection but if the walls are covered with drywall, it will be impossible to see anything meaningful. If you want to hire a contractor to remove the drywall before we visit – we can measure the walls for plumb and note the crack pattern etc. which gives an indication of what is the cause and the solution.”*
 - 4) Retaining Wall – Bill from MLP is no longer with them. Spoke to Rob from MLP. He will take a look at it and requote as the quote was from September 2020. Was going out 1/26/22
 - 5) 3555 MGT – Insurance claim filed, and repairs approved and scheduled. **COMPLETED**
 - 6) Garage door repairs –
 - 3650 MGT CO **cancelled** because they sold the unit.
 - 3635 BTD **COMPLETED 12/15/21**
 - 7) 3631 MGT – Gene Blair – leaks – Jim Russo
 - 8) Recycling
- VI. **New Business**
 - 1) The flooded storm water detention area
 - 2) Review of the items that the Reserve Study lists for this year – See separate sheet
 - 3) When should we next have the Reserve Study updated? Recommended every 2-3 years (2018 current Study completed)
 - 4) Schedule needed Irrigation System repairs
 - 5) Addressing storm water drainage issues around the complex
 - 6) Should we begin doing the process of removing siding, repairing rotted wood, and replacing the siding on whole buildings rather than just on small sections that have started to leak?
- VII. **ON HOLD**
 - 1) Mail Condo Amended and Restated Bylaws
 - 2) Set meeting date for Amended and Restated Bylaws
- VIII. **Next Meeting Date – February 23, 2022 5:00 pm XI: Adjourn to Executive session**

MINUTES

MEADOW GROVE CONDOMINIUM ASSOCIATION

Board of Directors Meeting

Remote Meeting

Tuesday, November 23, 2021, 5:00 p.m.

I. Call to Order

The business meeting of the Meadow Grove Condominium Association was called to order at 5:04 pm by Secretary, Barbara Fichtenberg.

Board Members present: Ken Hornak (President), Margot Campos (Vice President), Barbara Fichtenberg (Secretary), Jim Russo (Treasurer) and Tom Meloche (Member at Large).

Kramer Triad: Demetria McClelland (Manager).

II. Co-Owner/Visitor Forum

No co-owners or visitors present.

III. Approval of October 27, 2021 meeting minutes

Motion: by Margot Campos to approve October meeting minutes.

Seconded by Ken Hornak. Unanimously approved.

IV. Management Report

1. Financial Report (October 2021)

Demetria is still checking for better interest rates, but there is nothing currently available. We will leave reserves as they are.

2. Unit Sales Report: no new sales

A. Welcoming committee will deliver welcome gifts to the following addresses (and any new ones that we become aware of) in December: 3587 BTD, 3563 MGT, 3618 MGT.

3. Work Orders:

#907 -3629 MGT; waiting for Build Master to repair wall on back of unit; Mr. Sponge coming to repair rod hole leaks on 12-3.

#911 - 3591 BTD; porch repair (on hold until spring).
#926 - 3628 MGT; driveway repair (on hold until spring).
#928 – 3599 MGT; porch repair (on hold until spring).
#977 –3601 MGT; poison ivy removal; company contacted not doing any more this year; wait until spring.
#985 – 3618 MGT: leak; Build Master assigned.
#982 – 3603 BTD: mice; Ehrlich came on 11-22. Close.

V. Open Business

1. Approve budget. During a special meeting on 11-9 Jim Russo made a **Motion** to approve the new budget which he and Demetria developed; Seconded by Barb Fichtenberg. All approved. Budget mailing. Budget mailing and Fall newsletter will be mailed on November 29. A paragraph will be added to the newsletter stating that work order repairs that turn out to be a co-owner responsibility will be billed back to the co-owner.
2. MLP – grading update. Jim and Tom met with Ray from MLP regarding grading issues behind some of the buildings. They will make a final list for MLP.
3. Foundation Systems of Michigan – Marc Bay send photos to structural engineer and expects a report back next week.
4. Metro Property Maintenance – power washing of siding delayed until spring.
5. Retaining Walls – Demetria trying to contact Krista and Bob at MLP, but no response yet.
6. Refuse Specialists – contract signed with Vector to pursue a better rate for trash and recycling. Any savings would be shared 50/50.
7. 3555 MGT – insurance claim filed and remaining repairs are scheduled.
8. 3599 MGT – deteriorating porch; on hold until spring.
9. Garage door repairs: 3650 MGT (looking for match for lower panel at co-owner expense); 3635 BTD (Jim at Get Pro will get back with us).
10. 3650 MGT – basement/garage leak continues; next step is that Eric from Build Master will inspect it again on Dec. 1.
11. 3568 BTD – height and tilt porch steps; Pro Concrete Leveling to repair on 11-24.
12. 3603 BTD – mice; Ehrlich came on 11-22.
13. 3524 MGT - board approved reimbursement of \$50 to Jim Russo for ivy removal.
14. Fred Lauck (Tree Ace) invoice for \$1,700 for brush and sapling trimming behind bldgs.37, 38,39. Demetria has submitted his name to be added as a vendor. Board approved paying the invoice.

15. RTA – roof leak evaluation proposal. Jim will speak to Gene Blair to see if the problem has been fixed.
16. Mail condo amended and restated bylaws. Board requests documents showing all changes from the original document before scheduling a meeting with the attorney.
17. Set meeting date for amended and restated bylaws—hold off on meeting until we are ready.

VI. Next Meeting Date

If we need to hold a meeting with the attorney on the bylaws, we will schedule it before December 19.

Our next regular board meeting will be on **Wednesday, January 28 at 5:00 p.m.**

VII. Adjourn to Executive Session

General meeting adjourned at 6:10 p.m.

Summary Work Order Report Meadow Grove

Wed Jan 20, 2021 to Thu Jan 20, 2022

WO id	Account	Owner Name	Unit Address	Source	Date Received	Status
977	00157-8133	Andrew H Huang & Juan Wu	3601 Meadow Grove Trail	E-mail	Tue Oct 05, 2021	Project
	Flower Bed	Landscape Services	Poison Ivy			Associa OnCall - KTM
997	00102-5466	Margot Campos	3635 Bent Trail Drive	Co-owner Report	Fri Dec 17, 2021	Project
	Co-owner's Address	Drywall Work	Additional Water Damage			Buildmaster Inc.
911	00172-9092	Himanshu Harish & Neha Gupt	3591 Bent Trail Drive	Co-owner Report	Tue May 11, 2021	Project
	Co-owner's Address	Concrete Work	Front Porch			DCAM, Inc
926	00155-9631	Ruth M Volk	3628 Meadow Grove Trail	Co-owner Report	Wed Jun 30, 2021	Project
	Co-owner's Address	Driveway Maintenance	Driveway repair			DCAM, Inc
928	00102-4904	Nancy Lohr & Claudia Borders	3599 Meadow Grove Trail	Co-owner Report	Fri Jul 02, 2021	Project
	Co-owner's Address	Porch Maintenance	Porch foundation			DCAM, Inc
998	00140-3473	Shigeki Iwase	3518 Meadow Grove Trail	Co-owner Report	Fri Dec 17, 2021	Project
	Co-owner's Address	Drainage Maintenance	Drainage Systems Issues			Michigan Landscape Professionals
995	00102-5000	Eugene & Dawn Blair	3631 Meadow Grove Trail	Co-owner Report	Fri Dec 03, 2021	Project
	Roofs	Roof Repair Services	Roof leak			R.D. Kleinschmidt, Inc.