

PCHA Meeting 8/26/20

Board members present: Hannon, Laycock, Bruford, Harris

Absent-Mikel

Windy calls meeting to order - 7:16

I. Board Positions

- Determine who on board will act as Treasurer - believe this needs to be recorded with the state

Sean will be treasurer; Approved

Next steps: Sean will meet with Clinton to work on transfer of documents, bank accounts and state filing

II. Bylaw related issues/reminders

- Bylaws state HOA board should have fidelity bonds - Windy
 - ◆ Next steps: Windy to pull up insurance policy to see if board members are covered in this manner
- Update on bylaw review committee work and next steps - Brie
 - Amendment 3 issues
 - ◆ Pat: If we've been operating under guise it was legal document, it should be filed ASSUMING we can prove it was properly voted on by the members
 - ◆ Pat: Motion to file the amendment 3 with Wayne County and use guidance of County Clerk to file with County
 - ◆ Second: Windy
 - ◆ Next steps:
 - ◆ Legally, what is okay for us to do here? We're not wanting to file anything different
 - ◆ Draft new 3rd amendment exactly as-is/letter of agreement
 - ◆ Windy will notarize; Sean will go to Wayne County to file with County Register of Deeds
 - Compiled easement restrictions, covenants and bylaws document to homeowner
 - ◆ Pat: We own it but we don't have to do it — recommend forming a committee to seek input from homeowners
 - ◆ Windy: Ask for 3 or 5 people to help solicit feedback from homeowners on review
 - ◆ Pat will draft Facebook scope of what we're doing; will meet briefly to agree on language and agree to

- ◆ Committee will have 45 days to complete work and report to board

III. Check Requests and dues updates

- Reimbursement for welcome gift baskets - Windy
- Dues - Any homeowners still outstanding? Have we reimbursed overpayments? - Clinton
 - **Topic tabled to next meeting; Windy will follow up if google document has been updated - if those 5 folks haven't paid we will send out the dues letter**

IV. Social Events

- Fall party timing - Windy
 - Think that fall party is going to be tough to pull off in the current environment
 - Could we cover portion of the food trucks somehow?
 - Windy is going to get committee together this week to move forward
- **Next step: Windy come back to board with plans to approve**

V. General Updates/Outstanding Homeowner Questions

- Reserve study update - Clinton
 - Table to next discussion
- Dead tree in the commons - Pat/Clinton
 - Pat: Think they're pumping their pool into a bunch of common area trees
 - 12439 Howland Park Dr
 - Sean will take a look and take photos
- Swim spa issue
 - Nothing in by-laws say they can't have it
 - Permits were pulled w/Plymouth Twp
 - At this point, nothing board can do because it is not encompassed in by-laws
 - **Brie to email**
- Trailers - Sean
 - Letters to 3 homes for trailers -
 - ◆ Sean getting addresses to Brie, will send and then
 - **Brie to modify existing letter to include the township ordinance and then send violation letters to those homeowners**
 - **Windy will follow up with ordinance office in event of non-compliance**
- Sprinkler turn off - Windy
 - Follow up: Sean will call for October 1 turn-off
- Request for committee to evaluate a neighborhood pool - Brie
 - If folks have an interest, let people pursue

- Board should provide structure as to what things we'd like to have done
- Pat: Recommendation to form a recreational/land use committee to come up with ideas on what to do on commons property - part of that committee would look into a pool

- Flowers/donation to Shawn in honor of Peter - Brie
 - Jean will follow up with me
- Plymouthcommonshoaboard@gmail.com email address and communications process- Brie
 - Put on Facebook new email
 - Adding signature
- Basecamp tutorial - Clinton
 - **Table for next meeting**
- Establish standing meeting dates/times for remainder of 2020 - Brie
 - Standard once a month in-person meeting at 7pm
 - ◆ Wed Sept 23
 - ◆ Wed Oct 21
 - ◆ Wed Nov 18
 - ◆ Wed Dec 16
- Holiday lights - Brie
 - Add another \$500 to our budget and see what it does
 - Interest in a decorating competition - will put it out on Facebook

New Issues

Sean needs access to neighborhood-wide Google docs - doesn't seem to be working