

VILLAS OF OAK POINTE ASSOCIATION

Board Meeting Minutes

December 10, 2024

The meeting was called to order at 3:18 pm

In attendance: Jeremy Durant, Carlene Reinhold, Brad Robinson (remote), Lois Yardley

September 26, 2024, meeting minutes were approved.

Treasurers Report: Carlene reviewed the November 2024 financial statements. Carlene questioned a phone credit of \$161.31 for 7370 Cabana which does not belong to the Villas. A refund of \$202 would be put to A/R. October statement for Condo fees should show \$15,000 instead of \$15,655. Carlene asked if when moving out resident accounts Cummings is checking for outstanding balances.

Carlene reported that there are a total of 41 modification requests with 40 approved and 1 pending. The pending modification request is because the homeowner has yet to find a suitable window replacement.

Cummings Report:

- Jeremy reviewed the status of Michigan Landscaping Professional's business closure. Ever So Green has agreed to take on our winter snow plowing/salting. Jeremy will put together a scope of work which he will present to Ever So Green and other companies to obtain bids for summer work.
- We are waiting for invoices from Wilson Marine for winterization of boats. Carlene will follow up.
- Outstanding work orders were reviewed. As of this time the three yews near the path on Versailles have not been replaced. That request will be moved to spring.

Executive Session:

- There were no items discussed for executive session.

Committee Reports:

- Boats – Need winterization invoices.
- Architectural – Meg Graff continues to review modification request for changes to residents' homes. The process seems to be working.
- Landscaping – We have not formalized a landscaping committee. There was some discussion around reaching out to a new resident who has expressed interest in helping the board. That person could help with "projects" as they arise. That could also include landscaping issues such as tree removal and replacement. There was further discussion about replacing trees recently removed. Jeremy indicated that Ever So Green and Ronalds Tree Service work together to help communities to establish a 5-year plan for tree replacement.
- Beautification – Winter decorations installed at Entrance.
- Ponds – As of right now ponds and fountains are shut down for the winter.
- Common Areas - get quote for path sealing in the spring.
- Tree Removal/trimming – Ronald's Tree Service removed a tree on the corner of Versailles and Villa France and trimmed several trees along Moret Ct.
- Social Committee – Held Holiday Luncheon on 12/8/24. The committee would like to send out a survey to all residents in January for new ideas.
- Sunshine Committee – 9 houses sold. Update Welcome Letter/Gift deliveries. Need info from 6 new residents. Create welcome packet for new residents

- Long Term Planning – need to provide 2024 expenses to Jim Graff so he can work on the reserve projects. There was discussion about hiring a firm to complete a reserve study for the Villas, but it was decided that the work done by the Board and Jim Graff is sufficient to meet those needs.

Old Business

- Marsha/Carlene will continue to work on updating the website with updates to the plot plans.
- We will work on a newsletter in January.
- As of right now the Corporate Transparency Act is on hold due to a decision out of Texas.

New Business

- Jeremy will work on the scope of work so we can secure bids from Landscaping companies for lawn care and winter snow removal.
- After discussion it was decided to make the following changes to the Villas board. Lois will become the new Villas President and Brad will take over Secretary duties. Carlene will remain as Treasurer. We will invite Jim Graff to come on the board as Vice President.

Next meeting will be held on January 22, 2025, at 3:00pm.

Meeting was adjourned at 5:00 pm