
BARDEN WOODS CONDOMINIUM (PHASE 1)

DATE: March 12, 2025
TO: Board of Directors
CC: Jill Cubba, Sue Kracht and Kim Lobdell (MCM)
FROM: Barb Fioravante (Secretary)
SUBJECT: Board Meeting Minutes – March 2025

CALL TO ORDER: 4:11 PM

ATTENDANCE:

Board Members: Mollie Proctor
Barb Fioravante
Karen DeFiore

MCM Management: Jill A. Cubba

APPROVAL OF MINUTES:

FEBRUARY MEETING MINUTES

- Motion to approve Minutes of February Meeting on 2/12/25 as drafted by Barb Fioravante (Secretary)
- Motion By: Mollie Proctor
- Second By: Barb Fioravante
- Vote: Motion passed by unanimous consent with none opposed
- Result: Minutes of February Board Meeting approved for entry into the Association records

FINANCIAL REPORT:

ASSOCIATION BALANCES	<u>AS OF 2/28/25</u>	RESERVE REQUIREMENT	<u>AS OF 2/28/25</u>
General Operating Account	\$ 37,510.71	Annual Association Income	\$130,772.00
Capital Reserve Account	\$ 14,432.11	Capital Reserve Fund	14,432.11
Roof Reserve Account	\$ 2,588.58	10% Minimum Reserve	<u>13,177.20</u>
Shared Reserve	\$ 1,698.77	Available Funds	\$ 1,254.91
Limited Common – Bldg. D	\$ 726.02		
Limited Common – Bldg. F	<u>\$ 645.64</u>		
Total Association Funds	\$ 57,572.12		

FINANCIAL STATEMENTS

- MCM submitted preliminary February Financial Statements including Balance Sheet, Statement of Revenues and Expenses and Cash Disbursement Report as of 2/28/25
- In addition, MCM also included a Cash Disbursement Report for March as of 3/12/25

INSURANCE REIMBURSEMENT

- As of 3/12/25, BW2 is current on insurance reimbursement through March

CARPET CLEANING (BUILDING D)

- Board confirmed reimbursement to Karen DeFiore for carpet cleaning in Building D in the amount of \$210.00
- Kim Lobdell to charge expense to Carpet Cleaning (Building D) under Limited Common Expense (Building D)
- MCM to charge back the four (4) Co-owners in Building D an equal share of carpet cleaning expense
- Income from Co-owner reimbursement to offset expense for Carpet Cleaning (Building D)

OLD BUSINESS:

CPA ENGAGEMENT

- Board affirmed support for engagement of Michigan Community CPA for preparation of Tax Return and Reviewed Statements for Barden Woods Condominium Association at an Annual Cost of \$950.00
- MCM submitted copies of proposed Engagements for 2023, 2024 and 2025 to the Board
- Mollie Proctor will forward to Stephanie Zack for signature on behalf of Phase 2

ADDITIONAL ASSESSMENT

- On 2/28/25, Association sent out formal notice of Additional Assessment to all twenty-two (22) Co-owners

ASSESSMENT PROJECTS

- Board is actively seeking multiple competitive bids for asphalt and tree services

ASSESSMENT OBJECTIONS

- Board reviewed objections to Additional Assessment from the following Co-owners:
 - Jennifer Wineman (235 Barden Road)
 - Karen Mellott (231 Barden Road)
 - John Cotter (18 Barbour Lane)
 - Sue Katz (24 Barbour Lane)
- Board sent reply to Jennifer Wineman, Karen Mellott and John Cotter on 3/9/25
- On same date, Sue Katz requested a General Meeting with Co-owners to discuss Additional Assessment
- Board will write a letter affirming declaration of Additional Assessment for distribution to all Co-owners

NEW BUSINESS:

SEASONAL SERVICES

- Sue Kracht requested updated seasonal service proposals from the following:
 - Phoenix Landscape
 - Sweetwater Sprinklers
 - Contender's
- On 4/15/25, Contender's will conduct a site visit with Karen DeFiore to discuss scope of services

SPRINKLER SYSTEM

- Last year, the cost for spring start-up of sprinkler system was \$290.00
- In 2025, Sweetwater Sprinklers increased the cost of sprinkler system start-up to \$350.00
- Karen DeFiore will contact Sweetwater Sprinklers to inquire about cost and scheduling

MASONRY / CEMENT REPAIRS

- Modern Brickwork surveyed all buildings and garages for tuck-pointing and cement repairs
- Board is awaiting submission of detailed proposal from Modern Brickwork
- Directors will also pursue other competitive bids for comparison
- Association will prioritize based on greatest need and availability of funds

ADJOURNMENT: 6:23 PM

MEETING SCHEDULE

APRIL MEETING:

Date: Wednesday, April 23
Time: 4:00 PM
Location: Zoom Meeting
Hosted By: Jill A. Cubba (MCM)
Meeting ID: 382 500 8753

MAY MEETING:

Date: Wednesday, May 21
Time: 4:00 PM
Location: Zoom Meeting
Hosted By: Jill A. Cubba (MCM)
Meeting ID: 382 500 8753

JUNE MEETING:

Date: Wednesday, June 11
Time: 4:00 PM
Location: Zoom Meeting
Hosted By: Jill A. Cubba (MCM)
Meeting ID: 382 500 8753