
BARDEN WOODS CONDOMINIUM (PHASE 1)

DATE: Tuesday, June 3, 2025
TO: All Co-Owners of Barden Woods Condominium (Phase 1)
FROM: Barb Fioravante (Secretary) and Jill A. Cubba (Michigan Condominium Management)
SUBJECT: 2025 Annual Meeting Minutes – Phase 1

WELCOME:

- Mollie Proctor (President) welcomed all members of Barden Woods Condominium Association to the 2025 Annual Meeting of the Co-owners

ATTENDANCE:

Board Members:	Mollie Proctor (Phase 1)	Management:	Jill A. Cubba (MCM)
	Barb Fioravante (Phase 1)		Sue Kracht (MCM)
	Karen DeFiore (Phase 1)		Sheri Kay (Premier)
			Troy Armstrong (Premier)

Co-Owners:

In Person: 11
By Proxy: 05
Total: 16

Quorum:

In Good Standing: 38 Co-Owners
Minimum %: 25%
Required: 10

VERIFICATION OF QUORUM:

- According to the Amended and Restated Bylaws, a quorum of 25% of the total number of Co-owners in good standing at Barden Woods Condominium are necessary to officially conduct the Annual Meeting
- Since the quorum requirements were met, the Association proceeded with the 2025 Annual Meeting

CALL TO ORDER: 6:06 PM

INTRODUCTIONS:

- Mollie Proctor (President) introduced current Board of Directors for Phase 1, including Barb Fioravante (Secretary) and Karen DeFiore (Treasurer)
- Each Co-owner in attendance stated name and address by way of introduction

APPROVAL OF MINUTES:

- Minutes from the 2024 Annual Meeting on June 4, 2024 as drafted by Barb Fioravante (Secretary) and Jill Cubba (Michigan Condominium Management) were presented for review and consideration
- Motion to approve Minutes from 2024 Annual Meeting as submitted
- Motion By: Al Katz
- Second By: Karen Mellott
- Motion passed by unanimous consent with none opposed

ASSOCIATION REPORT:

SAFETY AND LONGEVITY

- Garage E structure complete
 - Outside paint, ground cover and light replacement outstanding

- Sidewalks and front steps monitor or replace as needed
- Asphalt skin patching and crack fill will be scheduled for this summer
- JH Hart Forestry on campus tomorrow; tree work for the next four days

MAINTENANCE

- Roof, gable and gutter repair throughout community:
 - John Williams (All Pro Home Improvement) has been monitoring our roofs every season
 - We are delaying full roof replacement as long as we can
- Contenders contracted for mole control and boxwood management
- Phoenix Landscape has been replaced with Myers Landscape for lawncare
- Landscape clean-up days with community
- Mulch laid this spring
- Replaced rhododendron at 2 Barbour Lane
- Rhododendron in front of air conditioner at 18 Barbour Lane for compliance

OPERATIONAL AND ADMINISTRATIVE

- Communications
 - Continue to use BardenWoodsOne@gmail.com for Association issues and comments
 - Volunteer being sought to publish the newsletter
 - Communication and coordination with engineers at Bloomfield Hills continue
- Community
 - Quarterly meetings with new Board of Barden Woods II
 - Water mitigation coordination with Vaughn Crossing and BWII
 - Community Events: "Meet & Greet" and "Replant"

NEXT AND CONTINUING

- Tuckpointing assessment and implementation
- Garage maintenance (A, D and F)
- Trees and landscape
- Roof repair and replacement

COMMUNITY REMINDERS

- Conduct upon the Condominium
- Modification Requests for all landscape, building, fixtures and structural alterations
 - Conformity with surroundings; all bound by Master Deed and Bylaws
 - Article VI, Section 3: Alterations and Modifications (Prior Approval Required)
 - Article VI, Section 13: Landscaping and Decoration of Common Elements (Prior Approval Required)
- Next Board Meeting: Wednesday, June 11th @ 4:00 pm by Zoom
 - Contact MCM for Zoom Meeting Link

FINANCIAL REPORT:

The following will serve as a summary of the current financial position of the Association as of APRIL 30, 2025:

ASSOCIATION FUNDS

• General Operating Account	\$ 56,710.63
• Capital Reserve Account	\$ 16,436.76
• Roof Reserve Fund	\$ 3,559.47
• Shared Common Account	\$ 1,699.58
• Limited Common – Bldg. D	\$ 378.94

RESERVE REQUIREMENT

Annual Budget	\$131,772.00
Capital Reserve	\$ 16,436.76
10% Minimum	<u>\$ 13,177.00</u>
Available Reserve:	\$ 3,259.76

• Limited Common – Bldg. F	\$ 691.35
• Additional Assessment	<u>\$ 11,936.44</u>
Association Total:	\$ 91,413.17

FINANCIAL STATEMENTS

- Most recently completed fiscal period is April 30, 2025, for which Financial Statements are attached
- Statement of Revenues and Expenses shows Association Operations from January to April 2025
- Financial Statement shows 2025 Annual Budget based on Operating Income and Expenses of \$131,772.00

GENERAL OPERATING

- As of April 30th, Association earned \$50,910.06 and expensed a \$42,383.10 for General Operating
- Insurance Expense for Barden Woods Condominium paid by Phase 1 with reimbursement from Phase 2
- After first four (4) months, Association generated an Operating Surplus of \$8,527.86

LIMITED COMMON

- Eight (8) Co-owners in Buildings D and F pay \$50.00 each month toward Limited Common Expenses
- As of 4/30/25, Limited Common Income was \$1,810.00 with Limited Common Expenses of \$1,910.16
- After first four (4) months, Limited Common Operating was at a deficit of (\$100.16) for Buildings D and F

RESERVE FUNDING

- Each month, the Association contributes \$1,000.00 to the Capital Reserve Fund as planned
- By end of fiscal year, Association will transfer \$12,000.00 (or 9% of Annual Budget) to the Capital Reserve
- Association also contributes \$500.00 each month to Roof Reserve, or \$6,000.00 by Fiscal Year-End
- In February 2025, Association paid \$3,950.00 to All Pro for Roof Repair (Garage E) from Roof Reserve

ADDITIONAL ASSESSMENT

- On 2/28/25, Association declared an Additional Assessment to raise \$60,000.00 for asphalt, trees and reimbursement of funds advanced from Capital Reserve for Garage Structure (Building E)
- Assessment is payable in six (6) installments from 4/1/25 to 9/1/2025
- Association received prepayment of \$11,936.00, which was deposited into separate Assessment Account
- Another \$10,747.00 was received in April, for total Additional Assessment Income of \$22,683.00 by 4/30/25

ELECTION OF DIRECTORS:

ELECTION FOR PHASE 1

- Primary purpose of 2025 Annual Meeting is to elect one (1) member from Phase 1 to the Board of Directors
- Barb Fioravante and Karen DeFiore were elected last year and will continue on the Board for another year
- However, term of Mollie Proctor is coming to an end

NOMINATIONS

- Prior to Annual Meeting, Association received written nominations for Al Katz and Mollie Proctor
- Mollie Proctor accepted her nomination, while Al Katz declined

VOTE BY ACCLAMATION

- With only one (1) candidate and one (1) opening on the Board of Directors from Phase 1, the members present considered an election through a Vote by Acclamation
- Motion to elect Mollie Proctor to the Board of Directors representing Phase 1 for a term of two (2) years
- Motion By: Cathy Gulvezan
- Second By: Roy Palasek
- Vote: Motion passed by unanimous consent with none opposed

BOARD OF DIRECTORS (PHASE 1):

- Mollie Proctor 2 Years Ending in 2027
- Karen DeFiore 1 Year Ending in 2026
- Barb Fioravante 1 Year Ending in 2026

OPEN FORUM:

- Michael Dul (Phase 2) inquired about status of plantings behind 20 Barbour Lane pursuant to approved Modification Request from 2024
- Al Katz questioned possible insurance claim or coverage for garage structure at Building E

ADJOURNMENT:

- Upon a motion by Barb Fioravante with a second by Barb Ritsema, the Phase 1 portion of the 2025 Annual Meeting of Barden Woods Condominium was adjourned by unanimous consent of the members present

Discussion Concluded: 7:07 PM

(2025 Annual Meeting continued with discussion Shared Common Interests followed by Phase 2 portion)