

Tottenham Homeowners Association Board Meeting

Meetings – March 14, 2024

Order of Business. The order of business at all meetings of the members shall be as follows:

(a) roll call to determine the voting power represented at the meeting:

The meeting was called to order at 7:02 PM. Present were Dennis Hussey, Mike O'Callaghan, Terri Mulholland, Alexis Gavin, and Sarah Taylor. Also present were five homeowners.

(b) reading of minutes of preceding meeting:

Minutes were distributed and reviewed prior to the meeting.

(c) reports of officers starting with Budget, Dues payment status and penalty assessment:

- DTE bill has been shifted to auto pay and went through successfully in February
- About half of the homeowners to-date have submitted their annual dues payments (payments are due March 31st)

(d) reports of committees:

Beautification committee – the front entry landscaping is full of weeds. That will be taken care of shortly. We've talked to some landscaping companies that would be available for contracting to do maintenance/weeding. For any homeowner helping with periodic planting, etc. the board would be willing to reimburse the cost of the plants as well as pay for their time.

Suggestion to pick a date and time for Spring clean-up and we can announce it at the April 2 annual meeting and include it in the next newsletter.

(e) new business:

- Hirzel's Preliminary Information Questionnaire
 - The board reviewed and compiled responses to the questionnaire for submission to Hirzel.
- HOA Communication – article on parking
 - To include parking do's and don'ts, including Canton Township rules and guidelines for parking.
 - There have been instances when parking on both sides of the street makes it difficult for traffic to get through and/or sidewalks are blocked.
 - There should be some general guidelines for parking.
- Road Repair
 - We will be getting quotes for what it will take to fix/patch the areas with significant deterioration and the smaller potholes that need to be filled.
- Storm Drain/Detention Wall Maintenance
 - There are some areas in the detention pond wall that likely need repair. We'll be investigating the extent of what needs to be repaired and what the likely cost will be.
- Grass Cutting
 - We plan to get four quotes from vendors to do the grass cutting, island/cul-de-sac maintenance and some also can do the front entrance as well.

- FEMA Grant Application
 - Deadline for the grant application is the end of the month. When the tornadoes went through, there was significant damage that the association had to pay for. The grant application will request reimbursement for the costs associated with that clean up.
- Request for Nominations for Board Members
 - The goal of the board is to complete elections by the end of April. A notice will be sent out and hard copies will be distributed requesting nominations/volunteers. Also, a notice will be posted on the announcement board at the entry of the neighborhood.
- Electronic Document Storage
 - The password is being reset and will be resolved before the next meeting.