

**GOLF HIGHLANDS HOA
BOARD OF DIRECTORS MEETING
October 18, 2021**

Minutes of the Board of Directors Meeting of the Golf Highlands HOA, Oxford, Michigan, held virtually using Zoom on October 18, 2021.

I. CALL TO ORDER.

The meeting was formally called to Order by the President, Brian Janks, at 7:04pm.

II. ROLL CALL OF BOARD MEMBERS.

Present: Brian Janks (President), Stacy Harris (Secretary), Beau Everitt (Vice President), Brian Kady (Board Member at Large), Christina Moser (Treasurer), Doug Harris (Committee Member – At Large), Michelle Folden (Committee Member – Communications), Jen Hart (Committee Member – Beautification)

III. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.

There were motions to adopt the Minutes from the August and September, 2021 HOA Board meetings by Brian J and Stacy. Christina and Brian K supported. The minutes were approved as submitted for the Golf Highland HOA Board of Directors Meeting from August and September, 2021.

IV. REPORTS OF OFFICERS.

a) **President –**

- i. Introduction of new committee members – Beau Everitt has been elected as Vice President and Brian Kady as Voting Board Member at Large

b) **Vice President –** no formal report

c) **Treasurer –**

- i. Financial Reports – The budget performance for September was reviewed. Nothing outstanding of note.

d) **Secretary –**

- i. Minutes from annual homeowners meeting – There was a motion to adopt the minutes from the annual homeowners meeting on September 21, 2021 by Brian K. Christina supported. The minutes were approved as submitted.
- ii. Board/committee member access to Google drive – Direct access to the google account has been given to Beau and Brian Kady. Access to the appropriate google drive folders has been given to the new committee members.
- iii. Zoom account renewal – Board approved renewal of the zoom account for another year

V. COMMITTEE REPORTS.

a) **Architectural Committee (report given by D. Foster):**

- i. Requests received since the last meeting - 597 Brooks Ct - deck installation - approved

b) **Communications Committee:**

- i. News boards at mailbox – Michelle will update with current info. She will see Rosa for the key.
- ii. Updates to email distribution from the annual meeting sign-in sheets has been completed

c) **Beautification Committee:**

- i. Landscaping of neighborhood entrances – Beautification committee to take the lead on getting design ideas from landscaping companies in the spring.

VI. OLD BUSINESS.

- a) Installation of sidewalk on Cedar Street hill – Bay Village will pay for half the cost (\$8500 total). A permit is needed from RCOC as the sidewalk is on the road easement (in process).
- b) 1220 Glass Lake Circle - damage to common area due to installation of fire pit – Beau to verify that sod was laid as expected
- c) Landscaping of common area next to 1190 Glass Lake Circle – Rosa confirmed that the company has seeded grass and still has plans to plant wildflowers
- d) 1270 & 1420 Glass Lake Circle - response to letters to board regarding boats – Brian J will draft response letters allowing those two boats to be grandfathered as long as they do not use common areas to remove them – no action since last meeting
- e) Management of Boats on Glass Lake & use of Birdie Beach to launch - signage – Brian J is still working with NOPM on specific design and cost estimate
- f) 1270 GLC proposal to address erosion at retention pond – Beau to follow-up with homeowner
- g) Birdie Beach Improvement project status – Brian sent pictures of the erosion concern to Jeremy. Jeremy believes the issue may improve as new grass roots in.
- h) Common area tree trimming – Brian discussed that he is not comfortable using “A Cut Above” for trimming of all common area trees due to lack of responsiveness. Will rebid to additional companies in the spring.
- i) Snow removal bids – Bids were reviewed and the board approved a new contract with Hardscapes for the 2021-2022 season.
- j) Management Company bids – We have already received two bids and will request a third bid from NOPM. Board will review and decide a company at the next meeting.
- k) Street trees – Doug to verify houses that did not install trees per requested deadline.

VII. NEW BUSINESS.

- a) Date for next board meeting – Monday, November 15th at 7pm

IX. ANNOUNCEMENTS. None

X. ADJOURNMENT.

The Golf Highlands HOA Board of Directors meeting was adjourned at 7:46pm by President Brian Janks.