

**Auburn Hills Swimming Facility Master Association (AHSFMA)  
Board Meeting - Thursday 11-11-10, 6:00pm at Legends Clubhouse**

**Attended:**

Jason Ciesielski – Legends/Meadows  
Lynn Joynt – AH North/Ironwood  
John Oborny – Enclave  
Sarah Funke – Fairways (Sub for President)  
Astra Patrick – HOA Management

**Minutes from 10-18-10 Board Meeting – Vote Approved – Unanimous**

**Discussion:**

**Lynn Joynt:** Shared information from a meeting she attended. By 2012, all Board meeting minutes must be posted for all members & Board meetings times & dates must be posted and open to everyone.

**Rodney's email response** to tasks from 10-18-10 meeting: (in red)

1. Email updated Financials
2. Ask Jay Russell for copy of "Real Estate Law for OPT out lots"... A) Need to know if the lot is opted out if purchased before the declaration recorded date or another document? b) Does it pertain to when a builder buys the lot or a private owner purchases the lot. C) If a lot is deemed OK to opt out, is it just for the current owner or for all future owners. D) How many lots in AHMSFA are owned by Jay Russell, how many owned by builders & how many are not sold? (Need information to estimate income for 2011 budget) Jay Russell cannot impose any of the restriction on anyone who bought a Lot from Jay prior to the Aug 25, 2000 date, even if a builder bought the Lot. Jay could not give me a copy of the law for this as it came from his attorney.
3. Email Fairway gate bids to board members The bids range from \$475 to \$1,500 (Astra will bring to meeting)
4. Email clubhouse damage repair bids & insurance report to board members Astra will bring to meeting
5. Obtain bids for service on heating & air conditioner systems for clubhouses. I got a bid from Roth and Fahnestock, the "SMA" plan from Fahnestock is \$250 per year but covers everything. I feel this plan would work best for the association. I was not overly impressed with Roth as they didn't seem to be very interested in servicing the club houses.
6. Obtain bids for programmable thermostats I am going to the clubhouse tonight, I believe the ones in there are programmable.
7. Obtain bids for 2011 pool maintenance - Platinum Pools said they would hold their price for 2011. I talked to Carolyn Oborny and it didn't sound like they would do it again.
8. Obtain other options for web-site management – (slow response)
9. Email HOA Mgmt web-site for review Sent on 10-20-10
10. Confirm financials are updated and email to board before November meeting
11. Email examples of flyers & pool card rules to be sent with 2011 invoices before November meeting Attached.

**Astra with HOA Management** presented information:

- She did not have copy of Backyard Specialist Flyer, but said it was professional. They will pay for postage on invoices if allowed to include their Company flyer. **Vote Approved – Unanimous**
- Presented quotes on roofing – John Oborny recommended since there were no roof decking damage, we wait until spring. He thought it was too cold for shingles to adhere properly. He suggested contacting All Star Roofing. Lynn Joynt recommended Orth Roofing & Construction. HOA Mgmt will also confirm with Jim Russell (lowest bid) to see if he will reduce or hold price if installation is delayed until spring of 2011.
- Presented 2 quotes on pool cover – John Oborny recommended getting new bids. He thought they were too high. John was going to check his catalogs. These should be replaced as soon as product with good price is found.
- Presented 2 quotes on repair of gate at Fairways pool. Both bids are comparable - selected Royal Fence for \$475.00. HOA Mgmt to have fixed as soon as possible. (before Dec) Also arrange with electrician to have wiring fixed and enclosed. **Vote Approved – Unanimous**
- Presented 2 quotes on Heating & Cooling service contracts. Fahnestock basic option is \$280.00. **Vote Approved – Unanimous**
- Presented multiple quotes for Lawn Care, Sprinklers Shrubs maintenance. Jason requested HOA Mgmt email a comparison to all board members. We will vote at Jan. 2011 meeting.
- Presented latest financials and 2011 Budget
- Presented Past Due Residents List

**Sarah:**

- Presented revised 2011 Invoice Flyer showing Pool Key Card Activation, Payment Plan & 2011 Pool Members meeting dates.(emailed earlier) Discussion and suggestions given.
- Presented revised Pool Rules (emailed earlier) Discussion and suggestions given.
- Presented revised Clubhouse Rules (emailed earlier) Discussion and suggestions given.

**Jason:**

- Suggested a 10% or 20% increase on 2011 dues. Long discussion...Dues have not increased. Prices for services have gone up. Volatile situation in the Fairways addition because some members are wanting out of the pool association. Reviewed 2011 budget. We can maintain the facilities better with an increase of dues. A 10% or \$30.00 increase was proposed. **Vote Approved – 3\_yea & 1\_nea (Sarah)**

**Tasks:**

**Jason:**

1. Draft a letter for the members addressing the increase in pool dues. Letter will be included with 2011 invoice.

**Sarah:**

1. Revise invoice flyer with increased dues amount and email to board for approval. – Form will be included with 2011 invoice.
2. Revise pool rules and email to board for approval. – Form will be included with 2011 invoice.
3. Revise clubhouse rules and email to board for approval. Form will be approved at Jan 2011 members' meeting.

**Bert Barrett:**

1. Will ask Jerry Decker for pool documents – old minutes, financials...(Carry over from Aug. meeting - Bert was not at Oct. or Nov. meeting)

**HOA Management**

1. Schedule Repair & Installation of Fairway's gate & wiring
2. Schedule basic Heating & Cooling contract for both Clubhouses with Fahnestock.
3. Reserve Golf course Club house for Jan.15, 2011 & June 18, 2011
4. Type procedures for programming the Clubhouse thermostats
5. Obtain bids for pool covers
6. Obtain bids for roof & gutter repair
7. Obtain detail costs & services for web-site company which provided demo
8. Contact Brand Investments concerning the 4 single family houses he owns. Are they rental or lease to own. If we invoice them and they do not pay, since he is the lot owner he is responsible for payment. **(True statement or are they exempt with No access?)** - Acct# 15982, 15946, 15980 are past due.
9. Call all past due owners & compile a report of why they did not pay.
10. Draft a Non-Payment Letter for Lots bought before Declaration, but have paid dues previously & used facilities.
11. Confirm 2010 financials are updated and email to board before January meeting
12. Email to Board members copies of all current/2011 contracts of vendors. (Examples: Platinum Pools, HOA Mgmt, Fahnestock...)

**Next Meeting – Scheduled January 3, 2011, 6:00pm at Legends Clubhouse**

- Review 2010 financials
- Collections & Review Non-Payment Letter for Lots bought before Declaration, but have paid previously & used facilities.
- Vote on 2011 vendors for services
- Review 2011 budget
- Discuss Jan. General Meeting