

## Harwood Farms Homeowners Association

Date/Time: Wednesday, September 20, 2017  
Purpose: Board Meeting  
Location: Pittsfield Township Offices

### Meeting Agenda:

- I. Called to Order By President Ann Vollano at 6:01p.m. Board members present included President Ann Vollano, Vice President Tim Tarchinski, Treasurer David Wallner, Secretary David Kirkpatrick, Member Vance Rykard.
- II. Approval of Meeting Minutes From: August 15, 2017 (please post on Facebook). David K. sought and received clarification on two items, and amended the minutes accordingly. David W. made a motion to accept the minutes as amended; seconded by Tim T. All board members were in favor.
- III. Prearranged Participation **Note:** Until Peter's is officially released from its responsibility by Pittsfield Township many items cannot be addressed by the HOA. Items like pond, trees, common area and berm maintenance are still Peter's responsibility. The HOA is working with Peter's and Pittsfield to be part of the close out process and will inform homeowners when the process is complete.
  - Homeowner Roland Tadd suggested the formation of two committees: 1) Pond Maintenance Committee; 2) Berm Committee. The board was receptive to this idea, and Vance R. did indicate his intention to attend an upcoming presentation by the Washtenaw County Water Resources Commission, which should provide information that is helpful to the proper maintenance of this neighborhood's retention pond.
- IV. Old Business
  - Treasurer's Report: David W., Treasurer, presented the monthly Treasurer's Report. Tim T. made a motion to accept the report; seconded by Vance R. All board members were in favor.
  - Website Update: Vance R. provided an update with news that the website is now up and running. Homeowner Nate Hill agreed to provide assistance as needed.
  - Association Incoming Correspondence: Ann V. shared that several letters have come in.
  - Developer Responsibilities for Project: Board agreed to review old meeting minutes after the conclusion of tonight's meeting.
  - Traffic/Speeders: Ann reported that the Washtenaw County Road Commission said "no" to the installation of even temporary signage intended to reduce traffic speed to legal speeds.
  - Plan for Sheds: A discussion followed regarding the permissibility of temporary vs. permanent structures. The board will continue to explore this issue.
  - Curb at Warner & Heartwood Traffic Circle: Ann V. announced the curb has been fixed.
  - Traffic Circle at Heartwood & Warner: Ann V. announced this project has been completed.

V. New Business

- Yearly HOA Election Meeting: This meeting will be held at 7:00pm on Wednesday, November 29, 2017. Ann has a template for the requisite materials the board needs to distribute prior to this meeting, will begin working on them right away. A mailing will go out to everyone in the HOA. The board agreed to hold a mailing assembly meeting to ensure the timely distribution of the appropriate materials.
- Second Garbage/Aesthetics Letters: Tim T. reported that nearly 100% of the violators notified have resolved the issue(s). The board will contact the one remaining homeowner in an attempt to resolve the matter.
- Formal Complaints to Board: Ann V. reported that the board received a formal complaint regarding Article VI, Section 6, Pets; discussion followed.
- Landscape in Common Areas: Ann expressed an interest in talking about the common trees in Harwood Farms.
- Play Structure: No update at this time from Pittsfield.
- Two Small Traffic Circles: Ann indicated that one traffic circle will be taken care of by a group of neighbors. For the second traffic circle, the board will get estimates for mulching and weeding.
- Retention Pond: Vance R. intends to attend the meeting, will provide update to board at next meeting.
- Correspondence Between Board Members: David K. proposed that moving forward, each member of the board who generates correspondence in any way related to a homeowner's complaint will provide a copy of that correspondence to the rest of the board in its entirety, as opposed to intentionally keeping any board member(s) uninformed. Four board members willingly agreed to do this; one board member indicated that he had no comment.

Contracts for 2017 (no updates; just information)

- Lawn Care for Common Areas – Three Dog Mowing, Inc.
- Snow Removal – Bill Bell Construction
- Insurance – Auto Owners
- Accountant – Rhoads Doehrer & Associates

VI. Next Meeting

- a. The board will next meet to assemble mailing materials for the upcoming Annual Election Meeting.
- b. The next meeting open to all residents will be the Annual Election Meeting on Wednesday, November 29, 2017.

VII. Adjournment

- a. Ann V. made a motion to adjourn the meeting at 7:38pm; Vance R. seconded the motion. All board members agreed.