

**Atwater Commons Condominium Association
Board of Directors Meeting
General Session Minutes
5/31/2023 @ 6:00 PM**

Board Members Present:

Karen Morgan (KM) – Vice President
Joe Iacobelli (JI) – Treasurer
Clark Bailey (CB) – Board Member
Jim Dafoe (JD) – AMI Sr. Community Manager

Location: via Zoom conference call

The General Session Meeting was called to order by (JI) at 5:59 pm

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Motion: Approval of General Session Meeting Minutes from 04/04/2023 as submitted.
Motion by (CB/KM), all approved.

Motion: Approval of April 2023 Operating Statement.
Motion by (JI/CB), all approved.

There was general discussion regarding the 2023 Financials including but not limited to the April 2023 Reserve Account Balance and Checking Account. Expenses for the month were reviewed.

Co-owner Keith Cornacchia of 248 PG was invited to the Meeting to interview for the open Board position and joined the call at 6:15 PM. Keith introduced himself and was asked by (JI) to provide some background information and explain why he wanted to join the Board. Keith discussed, but was not limited to the following: Atwater Commons homeowner since 2009, came from the High Hill (Lake Orion) community approximately 2 years ago, worked in the electric motor industry for 26 years, overseeing a large work staff, went part time 3 months ago, and has wanted to volunteer on the Board, but now has the time to do so. (JI) talked about Board responsibility including confidentiality of Co-owner information, asking questions, and speaking your mind about issues. (CB) expressed similar sentiments, and (JD) talked about availability, the need to respond to emails and participate in zoom call meetings.

After review there was a motion by (JI) to appoint Keith Cornacchia (KC) to the Board as a “Member at Large” effective immediately, seconded by (CB), and all approved. (CB) welcomed (KC) to the Board.

Old Business:

- 2023 Painting Project – (JD) informed the Board that U&S Painting to start wood replacement in approximately 3 weeks. Work will begin after Kings Cove and Utica projects.
UPDATE: Wood replacement will start on 6-6-2023, U&S Painting to post notices on doors on 6-5-2023.
- Gazebo repairs have been made and ready to be stained. (KM) will replace tops of handrails.
- Governing Documents (Bylaws) Revision - The Board discussed a final review of the Bylaw changes with Jeff Volmer, before presenting the information to Co-owners. The Board decided on a Thursday, August 3rd Zoom meeting at 3:00 PM.
UPDATE: Jeff Volmer was not available for August 3rd meeting, rescheduled for Thursday, August 17th at 3:00 PM.
UPDATE: After the meeting, (JI) emailed the last version of the Bylaw changes to (KC).
- (JD) had Rocket Enterprise replace the 8’x12’ gazebo flag and dispose of the old flag for \$204.90.

New Business:

- Dryer Vent Cleaning - Completed on 4-19-2023 by Dryer Vent Wizards. This cleaning is done every other year. (JD) reported that there were no comments (negative or positive) from Co-owners and everything went well.
- Street Sign Replacement – Completed by Brad with Staco. There is one STOP sign on Saber Way that needs to be removed. (JD) will assign a work order to remove, (KM) will mark the stop sign with a ribbon or painter tape. The STOP sign will be stored in a water closet for future use.
- Crab Apple Tree Removal – (KM) inquired about removing crab apple trees at the end of the buildings because they can be a nuisance. This was put on hold because of Co-owner comments to keep the trees in place, the Board agreed. (KM) will reevaluate the trees and let (JD) know if a Work Order should be sent to Brad w/Staco to trim and shape them.
- Window Replacement at 290 Park Green (J. Brett) – Inspection of the window leak (roof & frame) was done at a cost of \$255.00, and no issues were identified. (JD) was going to confirm if there were 2 or 3 windows to replace.
UPDATE: On 6-3-2023 (JD) confirmed with Wallside Windows that only 2 windows need to be replaced and the 3rd had a seal issue, that does not need immediate attention.

Additional Topics that were discussed:

- Grounds/Landscaping – There was discussion about the replacement of dead or dying bushes in the front landscaping. (CB) commented that the dead bushes should be replaced, all agreed. There was discussion if the bushes should be replaced with a heartier yew bush or the same. (JD & KM) to review the grounds and provide Brad w/Staco a list of dead bushes to be replaced.
- Newsletter – (JI) to work on June Newsletter. The Newsletter should be emailed to everyone with an email address, and a color copy should be mailed (USPS) to Co-owners who do not have email.

General meeting adjourned by (JI) at 6:48 PM.
Move to Executive Session.

The next Board Meeting is scheduled for **Thursday, August 17, 2023 @ 3:00 PM.**
Please note that this meeting date was changed because Jeff Volmer was not available for original date.

General session minutes respectfully submitted by Joe Iacobelli on 6/6/2023.