

# Raintree Village Homeowners Association

MINUTES for the January 15, 2018 7:00pm meeting at Panera Bread on Big Beaver

This meeting is rescheduled from 1/8/2018 due to not attaining a quorum.

## Mission

The purpose of the Raintree Village Homeowners Association is to promote the recreation, health, safety and welfare of the residents of the Raintree Village subdivision, and in particular to collect assessments for the operation, maintenance, management and improvement of the common area. (Articles of Incorporation, Article II, May 23<sup>rd</sup>, 1973)

## Important Dates in 2018

January 2 – submit financial records to CPA for review  
January – Auto-Owners Insurance full payment due for Paid In Full Discount  
January 31 – USPS PO Box 99033 renewal payment due  
January 31 – IRS Forms 1096 and 1099-MISC filing deadline  
February 5 – website domain and hosting renewal payment due  
April 15 – IRS Form 1120-H filing deadline  
April – annual newsletter and assessment mailing  
April 21 and May 5 – Spring cleanup  
May 18 and 19 – subdivision garage sale  
October 1 – State of Michigan Nonprofit Corporation Information Update filing deadline  
October – Fall cleanup  
December 10 – annual meeting with election of officers

1. **Call to Order** 7:12 pm
2. **Roll Call:** Present: Craig Chamberlain, David Eisenbacher, Bill Jenuwine Not Present: Steve Hatfield  
RVHA needs 5 more directors (total of 9 directors) and more volunteers.
3. **Minutes of the December Meeting**  
**Resolution 2018-01-001:** RESOLVED that the Minutes of the 7:00pm Meeting of December 18<sup>th</sup>, 2017 be approved as modified and posted on the RVHA website.  
Moved by Craig Chamberlain Seconded by Bill Jenuwine. All voted in favor. Motion passed.
4. **Treasurer's Report**  
The December bank statement, reconciliation report, and profit and loss report were distributed to board members prior to the meeting.  
**Resolution 2018-01-002:** RESOLVED that the Board receive and file the financial reports.  
Moved by Craig Chamberlain Seconded by David Eisenbacher. All voted in favor. Motion passed.
5. **Filing of IRS Forms 1096 and 1099-MISC**  
Reviewed status of filing of IRS Forms 1096 and 1099-MISC.
6. **Dues Collection**  
Discuss collection actions.  
**Resolution 2018-01-003:** RESOLVED that the Board authorizes expenditures up to \$300.00 for filing and serving fees for the purposes of dues collection in 2018.

Moved by Craig Chamberlain Seconded by David Eisenbacher. All voted in favor. Motion passed.

7. **Financial Review**

Discussed selection of CPA to prepare 2017 financial statements and review report.

**Resolution 2018-01-005:** RESOLVED that the Board authorizes a payment of up to \$750.00 to Michigan Community CPA for completion of the 2017 Financial Statements and Review Report.

Moved by Craig Chamberlain, Seconded by David Eisenbacher. All voted in favor. Motion passed.

8. **Clinton River Watershed Council Membership**

Discussed supporting the Clinton River Watershed Council through membership. \$100.00 was allocated in the 2018 budget for this purpose. The in-line pond at Lakeside commons is part of the Clinton River Watershed and membership will provide access to additional resources to RVHA for maintenance of the pond.

**Resolution 2018-01-004:** RESOLVED that the Board authorizes a payment of \$100.00 to the Clinton River Watershed Council for membership at the River Steward level.

Moved by Craig Chamberlain, Seconded by David Eisenbacher. All voted in favor. Motion passed.

9. **Subdivision Garage Sale Dates**

Decided dates for the annual subdivision garage sale. May 18 and 19 are the Friday and Saturday before the Memorial Day weekend and are when RVHA has historically scheduled the event.

10. **Raintree Village on the Park Status**

Discussed latest information about development schedule, letter of agreement between RVHA and Raintree Village on the Park Condominium, Raintree Village on the Park Condominium Association master deed language, and quote for pond repair work arranged by Mondrian Properties.

11. **Postal Mail Report**

Reviewed.

12. **Voicemail Report**

Reviewed. One call received requesting referral for residential snow removal.

13. **Email Report**

Reviewed.

14. **Website Discussion**

15. **Social Media Discussion**

16. **Commons Areas**

**Lakeside Commons**

- Discuss bank restoration work at headwall and outlet to be performed by Mondrian Properties and RVHA plans for additional bank restoration.
- Repair swings.
- Remove phragmites (invasive plant species) established at southeastern corner of pond, and monitor cut buckthorn around the pond – Ongoing project.
- Form a plan to promote natural vegetation around the perimeter of the pond. Establishing a vegetated buffer with native grasses that have larger root systems will help to slow down runoff and provide protection. Planting native woody shrubs at the edge of the pond will help secure the banks. A buffer with taller vegetation will deter geese from coming up on the lawn. Native grasses can be aesthetically pleasing especially with some wildflowers in the mix. Plan needs to be coordinated with pond bank restoration work.

- Until the natural vegetation protective buffer is established, repair the goose fence. An intact goose fence discourages geese from residing.
- Consider planting new trees to replace removed trees after bank restoration work in that area is completed. Planting needs to be coordinated with bank restoration work.
- Place additional woodchip fill and fill retention border to be added under swing set.
- Sand/stain/seal or replace benches.

#### **Forest Commons**

- Remove buckthorn, garlic mustard and other invasive species – Ongoing project.
- Plant new trees – Ongoing project.
- Form a plan for improving the Stonetree entrance.

#### **Village Commons**

- Remove buckthorn, garlic mustard and other invasive species – Ongoing project.
- Plant new trees – Ongoing project.

#### **Abbey Commons**

- Branches at the eastern end need to be trimmed.
- Repair swings.

#### **Entrance medians and cul-de-sac islands**

- Discuss replacement of entrance signs.
- Buckthorn observed at Bishop Dr entrance. Arrange contact with homeowner.

#### **17. Eagle Scout Project**

Discussed possible projects for improving the subdivision's common areas. Ideas include but are not limited to repairing or improving the goose fence, providing additional play equipment, replacing the picnic table at Abbey Commons, improving existing or adding new park benches, making a new trail at Village Commons to complete the figure 8, installing bat houses, and removing invasive species.

#### **18. Change of Meeting Night**

Discussed changing the meeting night from the second Monday of each month, excluding July and August, to the second Wednesday of the month.

#### **19. New Business**

Items not on the agenda. Any RVHA member or guest may speak.

#### **20. Next Meeting**

The next regularly-scheduled monthly meeting is Monday February 12<sup>th</sup>, 2018 at 7:00pm in Baker Middle School room 108.

#### **21. Adjournment 8:22 pm.**