



Meadowbrook Hills, Woods and Forest Homeowners Association

🌐 www.meadowbrookhills.com 📍 PO Box 531531, Livonia 48154-1531 ✉ mhwoffassoc@gmail.com

**Annual HOA Meeting
February 18, 2025 @ 6:30pm
Location: Zoom**

Call to Order: **By: Andrew** **Time: 6:57 pm**

Roll call:

Andrew Buck
Alisia O'Driscoll
Audrey Stefanko - absent
Becky Swain
BethAnn McNabb - absent
Celia Cunningham
Julia Ferry - absent
Mike Buzar
Ralph Adam Rebandt - absent

Approval of the agenda: The Board will either approve the agenda as presented or amend the agenda with the approval of the Board.

Motion: will be made via email **2nd:**
Yes: **No:**

Consent Items: Approval of **January 2025** Meeting minutes

Motion: will be made via email **2nd:**
Yes: **No:**

President's Report:

- o Insurance -Celia will take over communication with insurance company
- o Taxes - Celia will look into doing taxes if needed
- o Andrew will be taking over status letters for Audrey as she has resigned

Treasurer's Report :

- o Review of financial statements - Quickbooks overview

- Light out at Connaught
- Spring is Around the Corner
- Establish Committee to begin quoting for Spring
- o Park
 - Maintenance Schedule (trash, mulch, etc.)
 - Establish Committee to begin quoting clean up

Special Assessments Spending:

- Who can begin quoting?
 - o Meter quote – Mike deadline March 15th
 - o Addition of benches and picnic tables -TBD
 - o Fence Painting-quotes - TBD
 - o Swingset quote -TBD
 - o Walking Path
 - o Additional items

Event Planning Report:

- o Next Event
 - Spring Event-TBD
 - Becky will contact Meadowhill Estates to try and partner for Easter eggs
 - Summer Picnic/smaller event every other year
 - Movie Night In the Park
 - Need to Fun Committee chair

IT-Document Storage/Website Maintenance Report:

- o Website- Current Status
- o Jotform
- o QB - Integrate payment process - will look into fixing bugs
- o Website task list
- o Phase II Planning

Welcome Committee/New Neighbor Information/Directory Report:

- o Mike Buzar-Team Director - will complete 7 bags, will need to purchase more items to complete more bags.
- o Assigned Committee - residents to help
- o Distribution of Welcome Bags - will go out ASAP
- o New resident list from status letter updates-process? -
- o Final payment of website due next week - need to decide if we are keeping and issues can be fixed

Other Business: tabled

Review BOD Task List-add to google drive, best way to manage?

NEW Member Q&A

Announcements: The next regular Board of Directors meeting will be held **March 11th, 2025.**

2024/2025 Monthly Meeting Schedule:

- November 11th, 2024-First Meeting of the Fiscal Year
- December 10th, 2024
- January 14th, 2025
- February 11th, 2025
- March 11th, 2025
- April 8th, 2025
- May 13th, 2025
- June 10th, 2025
- July 8th, 2025
- August 12th, 2025
- September 9th, 2025
- October 21st, 2025-Annual Meeting

Adjournment Meeting:

Time: 9:09 pm

Motion:

2nd:

Yes:

No: