



**Meadowbrook Hills, Woods and Forest Homeowners Association**

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**Monthly HOA Meeting**

**May 13, 2025 @ 6:30pm**

**Location: Zoom**

**Zoom link: <https://us02web.zoom.us/j/84402526300>**

**Call to Order: By: Andrew Buck Time: 6:48pm**

**Roll call:**

Andrew Buck  
Alisia O’Driscoll  
Becky Swain  
BethAnn McNabb  
Celia Cunningham  
Julia Ferry  
Mike Buzar  
Ralph Adam Rebandt  
Pamm Linton

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

**Motion: Celia            2<sup>nd</sup>: Alisia**  
**Yes: 9                    No: 0**

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

**Motion: Alisia                    2<sup>nd</sup>: Pamm**  
**Yes: 9                                No: 0**

**President’s Report:**  
o Tabled

**Treasurer's Report :**

- Statement of Activity 2025 January 1st thru May 5th - overview of April spending;  
General Ledger: April 2025
- Bank Balances: \$87,827.75 in checking, \$9,515.11 in savings (dam fund)
- Dues status: 2025-05-08 unpaid balances.xlsx - 36 homeowners unpaid, committee to collect
- Lien status: 2025-05-12 Liens
- Liens to be filed and dismissed: count is TBD, Celia will organize.
- To avoid double-counting fees and dues: every bill should have a full list of line items. Liens from the County Clerk Register of Deeds do not contain line items. One option is to store final notices in the purple binder, and list out line items on notices.
- 2025 Budget still needs to be posted online since review last month

**Action Items: Andrew to look into editing access for website and website charges from April**

Approval of **April** Financial Statements:

**Motion: Andrew 2<sup>nd</sup>: Alisia**  
**Yes: 9 No: 0**

**Discussion Items:**

**ACC Report :**

- Monthly Report
  - Tree Removal Requests 2 pending?
  - Request for Sheds (2)-update - 1 approved with conditions, 1 pending
  - New build construction request (1)-initials plan submitted to city
  - Landscape revision request (1) -Approved
  - Violation Letters Status (2)- sent certified mail. 1 first notice, 1 final notice

**Common Grounds/Entrances Report:**

- Committee met 4/2 to discuss the following quotes for Special Assessment

**Special Assessment Quoting:**

- Entrances-
  - Reduce bed and sod \$ 425
  - Fix edging \$1,175
  - Removal of 3 dead Yews and replacement \$570
  - Mulch to cover overgrowth and weeds on side of walls \$480
  - Flowers Perennials -\$2475 (5 sedum and 6 geranium per entrance)
- Stone Walls-cracking and mortar replacement \$1350-9000K (three quotes received) - will look into another quote
- Electrical upgrade - tabled
- Grading Baseball Diamond/Soccer Field (\$2,550/\$4,250)



Vote to spend \$2475 special assessment dollars to add perennials 5 sedum and 6 geranium per entrance

**Motion : Celia**                      **2nd: Andrew**  
**Yes: 7**                                      **No: 1 Abstain : 1**

Vote to spend \$6800 special assessment dollars to grade soccer field and baseball diamond

**Motion : Celia**                      **2nd:Andrew**  
**Yes: 8**                                      **No: 0 Abstain : 1**

**Event Planning Report:**

- o Next Event
  - Summer Picnic/smaller event every other year-cancelled and funds allocated funds to other items needed.
  - Movie Night In the Park - TBD

**IT-Document Storage/Website Maintenance Report:**

- o Website- Current Status
- o Website task list - look into formatting for uploading of documents; fix the collection issue of \$0.19; new formatting for deed restrictions to list streets for each deed.
- o Andrew working on database of residents emails for ease of communication

**Welcome Committee/New Neighbor Information/Directory Report:**

- o Current status - 1 bag pending and have supplies for 6 more bags
- o Distribution of Welcome Bags total -7 given out
- o New resident list/process- adding to doc when status requests are made.

**Other Business:**

Andrew presents a pilot program to help fund the HOA - Skysync

- will send us more info for our review

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

- Go to a google sheet Becky will manage and push weekly out to BOD to check in NEW Member Q&A

**Announcements:**    The next regular Board of Directors meeting will be held **June 10th, 2025.**

**2024/2025 Monthly Meeting Schedule:**

- November 11<sup>th</sup>, 2024-First Meeting of the Fiscal Year
- December 10<sup>th</sup>, 2024
- January 14<sup>th</sup>, 2025
- February 11<sup>th</sup>, 2025
- March 11<sup>th</sup>, 2025
- April 8<sup>th</sup>, 2025
- May 13<sup>th</sup> 2025
- June 10<sup>th</sup>, 2025
- July 8<sup>th</sup>, 2025
- August 12<sup>th</sup>, 2025
- September 9<sup>th</sup>, 2025

- October 21<sup>st</sup> , 2025-Annual Meeting

**Adjournment Meeting:**

**Time: 9:01pm**

**Motion:**

**Celia**

**2<sup>nd</sup>: Andrew**

**Yes: 8**

**No: 0**