



Meadowbrook Hills, Woods and Forest Homeowners Association

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**Meeting of the Board of Directors
January 13, 2025 @ 6:30pm
Location: Whispering Willows 20500 Newburgh Rd, Livonia, MI 48152**

Call to Order: By: Alisia O’Driscoll Time: 6:50 PM

Roll call:

- Alisia O’Driscoll
- Becky Swain
- BethAnn McNabb
- Natasha Kinsky
- Mike Buzar
- Pamm Linton
- Jason Puscas
- Derek Wooster
- Yoni SeEVERS

Open Forum #1 Residents are welcome to address the Board, subject to the following guidelines:

- (i) There is a 3-minute limit per speaker (sign-in required)
- (ii) Comments must be directed to the Board and pertain to community matters
- (iii) No immediate Board response should be expected; items may be taken under advisement.
- (iv) Disruptive behavior, repetitive comments, or discussion of matters requiring executive session (e.g., legal or delinquency issues) will be ruled out of order.

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

Motion: AO 2nd: BS
Yes: 5 No:

Officer Reports

President's Report:

- Quick wins & progress since last meeting
 - Storage space has been rented-Becky to update. *Insured rate is \$53/month. Storage things returning from A Buck.*
 - Christmas decorations-status. *Power boxes tripped, Rhonswood out currently & needs attention. Winds knocked down decorations a few times.*
- Major upcoming events or deadlines
 - Dues mailer sent out by January 30th – Officer Meeting 1/22/26
 - Initial draft started for by-laws revision, thank you to Jason. If board members would like to consider any suggestions, let us know. Plan is to have working meetings with the neighbors to review in Q2.
- Significant issues or challenges
 - Electrician fixed Lujon/Connaught Christmas lights, Rhonswood went out midway through the season, need to check issue in spring.
 - City not responding to complaint filed for damage to walls and entrance landscape. Escalate to city.
- Recognition and shoutouts
 - Board Spot Light-Yoni Seevers
 - Tell us about your background
 - One thing you want to learn more about
 - One thing you would like to improve or change

Secretary's Report

- Recurring Items
- Other Items
 - Sharing draft meeting minutes

Treasurer's Report

- Recurring Items:
 - Records Updates | New rule for payments in email to be set up for Treasurer. Natasha to let Secretary know of any updates. Records held within Quickbooks.
 - 2026 Budget Planning
 - Statement of Activity for December 2025
 - Bank Balances.
 - Dues status, Quickbooks clean up is difficult with home sales.
 - 6 new closings in 3 months.
 - Lien status
 - Review status and release as needed. Will wait until after dues mailer to file new liens and releases.
- Other items:
 - Dues letters to be sent by January 30th
 - Include form for household information
 - Interest in hiring accountant – 4 month contract 2/1/26-5/1/26, budget
 - Tax filing

- File for 501 3C status

Committee Reports

Architectural Control Committee (Chair: Becky Swain)

- Correspondence Summary & Email Activity
 - Little library request, approved.
- Tree Removal Requests
- Request for Sheds (2)
- Landscape revision request
- Violation Letter Status

Communications Committee (Chair: [____])

- Website
- Neighborhood Directory

Covenants & Contracts Committee (Chair: Jason P.)

- Potential Bylaws amendments
 - Reduction in board size
 - Increase dues to \$150/annually in 2028

Landscaping Committee (Chair: Alisia O'Driscoll)

- Yoni, BA & Derek to be part of Park committee to manage *special assessment improvements
- Desire to re-bid a number of vendors
- Potential Projects, * denotes special assessment
 - *Quoting rubber mulch option that does not break down (\$1,350-4,000).
 - BA has contact & quotes for rubber
 - Toth & Dixon to quote. Wood material + spread by neighbors. Timing in Spring
 - *Grading of Baseball Diamond/Soccer Field
 - Approved & not completed
 - *Stone Walls-cracking and mortar replacement (\$1,350-9,000)
 - Electrical upgrade - going solar
 - Sign at Westfarm Park Entrance. BA spring project.
 - Sign for Tennis Court – Neighbor offered
 - *Swing Set Removal and New Installation (\$16,255)
 - Meters at Entrances
 - *Benches at Tennis Court
 - *Walking track – potential for accessibility grants
 - Paint Bouncers – BA & Yoni
 - * Additional Picnic Tables (\$900/ea.)
 - * Fence Painting – Painted black, potential neighborhood project
 - * Pond dredging – RFQ BA
- Outstanding Issues:
 - Rhonswood Entrance
 - Water Meter Issue at Entrances - Readings are questionable
 - Cut sprinkler lines - working with City to reimburse for plants

Social Committee (Chair: BethAnn)

- Proposed Calendar of Events for 2026
 - Summer picnic (light)
 - Neighborhood block party sponsorship
 - Harvest movie night
 - Santa in the park

Welcome Committee-(Chair: Derek)

- Need volunteers for distribution of welcome bags

Action Items:

Approval of the December 2025 meeting minutes:

Motion: AO **2nd: NK**
Yes: 5 **No:**

Approval of the Preliminary 2026 Annual Operating Budget:

Motion: AO **2nd: NK**
Yes: 5 **No:**

Open Forum #2

Executive Session (if needed)

Announcements: The next regular meeting of the Board of Directors will be held **February 10th, 2026 at 6PM**

2025/2026 Monthly Meeting Schedule:

- January 13th, 2026
- February 10th, 2026
- March 10th, 2026
- April 8th, 2026
- May 13th 2026
- June 10th, 2026
- July 8th, 2026
- August 12th, 2026
- September 9th, 2026
- October 21st, 2026 (Annual Meeting)

Adjournment Meeting: **Time: 8:26 PM**

Motion: AO **2nd: BS**
Yes: 5 **No:**