



Meadowbrook Hills, Woods and Forest Homeowners Association

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

**Meeting of the Board of Directors
February 10, 2026 @ 6:30pm
Location: WBJ Brewhouse 19470 Haggerty Rd., Livonia, MI 48152**

Call to Order: By: BA Time: 6:27

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: YS
Yes: X No:**

Officer Reports

President's Report:

- Quick wins & progress since last meeting
 - Dues mailer complete – Payments already coming through – Check into QRO code for information collection on next mailer.
 - Christmas decorations taken down. Small storage unit, may need upgrade.
- Major upcoming events or deadlines
 - Secure spring contractors
 - Lawn
 - Sprinklers
 - Flowers
 - By-laws review
 - 4/2026-required addition of **Homeowners' Energy Policy Act ("HEPA")**. **Vote on next meeting (March 10th)**.
 - Committee to meet on March 4th
- Significant issues or challenges
 - Meadowbrook Hills named in foreclosure lawsuit, team to review. Loss of \$589, due to lien filing date & being last one in line.
 - City not responding to complaint filed for damage to walls and entrance landscape. Spring review by city when weather breaks by city builder.
 - Trash can safety complaint: We do not manage the street, not one size fits all. This is not an HOA responsibility; city compliance was met.
- Recognition and shoutouts
 - Board Spotlight: Derek Wooster
 - Tell us about your background, resident since 1997 with parents. MSU grad, packaging engineer. Purchased own home with family (two young boys) within neighborhood in 2025.
 - One thing you want to learn more about: How things run on HOA.
 - One thing you would like to improve or change: Park!

Secretary's Report

- Recurring Items
 - Correspondence Summary & Email Activity (Becky) – slow month
 - Records Updates-getting ready for Welcome Committee kick off. Mailer cleaned up.
 - Special Assessment Review. In good shape with planned projects, need to review actual SA accruals.

- Other Items
 - Sharing draft meeting minutes – publish draft online ASAP – working through logistics. Alisia able to publish PDFs on website now.

Treasurer's Report

- Recurring Items:
 - 2026 Budget Planning
 - Special Assessment Budget-BA to break down for review. There is a projected balance after planned projects.
 - Statement of Activity for January 2025.
 - Insurance review. Update address for communications.
 - Bank Balances. Review of accruals on SA balance.
 - Dues status. Currently collecting, certified mail to those with large outstanding balances
 - Lien status. Review after dues collection (April)

- Other items:
 - Dues Letters sent
 - Interest in hiring accountant – 4 month contract 2/1/26-5/1/26, budget, ready to hire. Working on a job description/statement of work & expected hours for next year.
 - \$500/week, online board vote to hire out
 - UPDATE: online vote 2/23/2026 to hire Natasha for book keeping at \$500/week : 3 NAY, 5 YAY (Natasha did not vote)
 - Future operations under review once outside main collection time. Solicit local kids from Schoolcraft for data entry in future.
 - Tax filing
 - Filing for 501C – 4 (non-charitable status). WE NEED THIS ASAP. Becky to follow up. File 1120H IRS. Abbreviated form

Committee Reports

Architectural Control Committee (Chair: Becky Swain)

- Tree Removal Requests 0
- Request for Sheds (2), One new, Sheds are not currently supported by the ACC, will need to review requirements.
- Landscape revision request 0
- Violation Letter Status: 3 notices for blight sent from Fall 2025 will follow up next month, 1 cleared.

Communications Committee (Chair: [__Open__])

- Website

- Neighborhood Directory

Covenants & Contracts Committee (Chair: Jason P.)

- Potential Bylaws amendments
 - Reduction in board size
 - Increase dues to \$150/annually in 2028 (is this enough i.e. insurance cost example). Build model budget – back into what works to cover maintenance of neighborhood.
 - Committee review with summer solicitation towards annual meeting for vote. Meeting March 4th
 - Homeowners' Energy Policy Act ("HEPA"). Separate from bylaw revisions.

Landscaping Committee (Chair: Alisia O'Driscoll, BA, Derek and Yoni Park Committee)

- Meeting on 3/16/2026
- Potential Projects (Excel printout shared)
 - Quote mulch (BA/YONI)
 - Playground, addition to entrances if needed
 - **Grading of Baseball Diamond/Soccer Field -Becky**
 - Where is Dixon at on this? Do we need to requote?
 - Stone Walls-cracking and mortar replacement (\$1,350-9,000)-Alisia
 - **Electrical upgrade - going solar (does anyone want to quote this?)**
 - Sign at Westfarm Park Entrance (BA status)
 - Sign for Tennis Court-Alisia in design phase
 - **Swing Set Removal and New Installation (\$16,255)- (BA/YONI)**
 - Meters at Entrances
 - Benches at Tennis Court
 - **Walking track -(BA/YONI)**
 - Paint Bouncers-(BA/YONI)
 - **Additional Picnic Tables (3) (~\$900/ea.)**
 - **Bike Racks (3)**
 - Fence Painting
 - ~~Pond Drudging-Need approval, may not be needed-On hold~~
- Outstanding Issues:
 - Rhonswood Entrance: City engagement spotty and in denial.
 - Water Meter Issue at Entrances - Readings are questionable (spring review)
 - Cut sprinkler lines - working with City to reimburse for plants, need to test in spring

Social Committee (Chair: BethAnn)

- Proposed Calendar of Events for 2026
- Audrey Stefanko hosting Easter Egg Hunt Mar 29th 12-2:30
- BA Reach out to Audrey for fall event.

Welcome Committee-(Chair: Derek)

- Need volunteers for distribution of welcome bags-to begin in March.
- Derek to take over from Mike Buzar

Action Items:

Announcements: The next regular meeting of the Board of Directors will be held **March 10, 2026**

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: 8:05 PM

Motion: AO 2nd: DW
Yes: X No: