Meadowbrook Hills, Woods and Forest Homeowners Association
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Meeting of the Board of Directors
May 6, 2026 @ 6:30 pm
Location: Whispering Willows, 20500 Newburgh Rd, Livonia, MI 48152

Call to Order: **By:** BA **Time: 7:08 PM**

Roll call:

[x] Alisia O'Driscoll
[x] Becky Swain
[x] BethAnn McNabb
[x] Natasha Kinsky
[ ] ~~Mike Buzar~~
[ ] Pamm Linton
[x] Jason Puscas
[x] Derek Wooster
[x] 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: BA**
Yes: x **No:**

Officer Reports

President's Report:

- Quick wins & progress since last meeting
    - Landscaping Committee Approved the following:
        - Extended Dixon Landscaping contract for one year.
        - Flower, Tree trimming, and Spring cleanup at entrances to be completed by Plantscaping. Work will start May 1st
        - Sprinkler Turn On to be completed by Toth, Time frame TBD based on Resident's response. Alisia contacted them on Monday April 13th.
        - Sprinklers on Rhonswood cut by city accidentally – JP will inspect for us on Friday 5/8 and give feedback
    - Board Voted to fix walls at entrances, work completed. Still in contact with city for Rhonswood reimbursement. Contractor will provide separate invoice.
    - Tennis Court sign has been hung in the park.
    - Mulch at park completed May 1st. Invoice still open.
    - Board voted to install 5' walking track in the park. 50% deposit paid to Guardian on 4/30/26.
- Major upcoming events or deadlines
    - Park Committee to finalize park quotes in the coming weeks. Board will meet at park to review.
        - Regrading the park: Dixon, Toth & TBD in the fall due to irrigation limitations
        - Benches: online
        - Bike rack: Quoted
        - Swing set: Quoting Yoni
    - By-laws review
        - 4/2026-required addition of **Homeowners' Energy Policy Act ("HEPA")**
            - **Approved revision online in "other documents" as separate policy**
        - Draft survey on bylaws to be reviewed by board next meeting, upon approval sent to Neighborhood.

- Significant issues or challenges
    - Meadowbrook Hills named in foreclosure lawsuit- board does not need to take any action. We will need to discharge dues owed/lien, if we are not able to collect. **Waiting for order to support discharge of lien**
    - Becky working on separate water meter installation at entrances. We are still in the very early consult stages. **Still an issue last estimate to put in 3 separate was ~$30K. County involvement. Action plan goal by end of summer.**
    - Neighbor on Lujon has been in contact with several board members via personal cell phones, home visits, etc. We have asked that they use the proper method of contacting the board, either via email or website.

- Behavior on FB – Discussion. Natasha would like to discuss community standards and rules. Natasha created group rules (3) for HOA FB page.
  - **Challenge is enforcement and guardrails**
  - **Discussion about group members being current on dues**
- Dues collection-less than 10% left to collect, Natasha will report on this.
- Rhonswood lots (37735,37751) combined in one. Pay for one or two lots?
  - **HOA deed restrictions have separate lot maps than city. HOA rules are for purposes of the neighborhood and city doesn't influence this. No current provisions or mechanism in our deed restrictions to combine the lots.**
  - **Response to residents will be sent in accordance with above to keep lots separate.**
- Mike Buzar resigned from the Board on April 30th.
  - Proposal to have candidates run in fall due to lack of on boarding resources and being summertime.

- Recognition and shout outs– tabled for next meeting.
  - Board Spot Light-BethAnn
    - 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
  - Correspondence Summary & Email Activity (Becky)
  - Records Updates-getting ready for Welcome Committee kick off
  - Special Assessment Review-continuous monthly activity

- Other Items
  - Sharing draft meeting minutes
    - Uploading to website-Website is up to date!

Treasurer's Report

- Recurring Items:
  - 2026 Budget Planning
  - Special Assessment Budget (BethAnn to update)
  - Statement of Activity as of May 6, 2026
  - Bank Balances
  - Dues status
  - Lien status
  - **Full budget review in summer for check-in & 2027 planning**
  - **Discussion on any balance investment strategies**

- Other items:
  - Dues Letters returned
  - Tax filing
  - 501C4 status
  - Investigate past filings; under Section 528, HOAs can file a form 1120-H each year and be taxed only on non-exempt income (e.g., interest)

Committee Reports

Architectural Control Committee (Chair: Becky Swain)

- Tree Removal Requests (3)
- Request for Sheds (1)
- Violation Letter Status (1)
- Other business

Communications Committee (Chair: [____])

- Website: Website domain pay up front for 5 years – Natasha. Board approved by all present.
- Neighborhood Directory 2026: Natasha will head the Directory committee and fund through advertisers; Pamm has agreed to join the committee.
    - **Looking for advertisements to cover costs**
    - **Phone numbers will be omitted**

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)
    - **Homeowners' Energy Policy Act ("HEPA")**

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

- Desire to re-bid a number of vendors
- Potential Projects
    - Grading of Baseball Diamond/Soccer Field -BA
        - Requoting based on walking track scope of work.
    - Electrical upgrade - going solar (does anyone want to quote this?)
    - Sign at Westfarm Park Entrance (Removed)
    - Swing Set Removal and New Installation ($16,255)- (BA/YONI)
    - Meters at Entrances (Becky researching)
    - Benches at Tennis Court (BA quoting)
    - Paint Bouncers-(BA/YONI)
    - Additional Picnic Tables ($900/ea.)
    - Fence Painting
    - Hitting wall at tennis court
- Outstanding Issues:
    - 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 hosted the Easter Egg Hunt Mar 29th 12-2:30-this event was a great success, many very happy neighbors.
- Audrey and Brad Stefanko hosted a Neighborhood Kentucky Derby Party on May 2nd, 2-9pm. Amazing job in organizing it!
    - Motion for Thank you gift for hosting from HOA $150
        - Motion: BA, Second : AO
        - Approved by all present
- Summer Event (picnic)-TBD
- Audrey and Brad Stefanko would like to partner in hosting a subdivision Halloween event! Board will need to discuss budget and contribution.

Welcome Committee-(Chair: Derek)

- Need volunteers for distribution of welcome bags-to begin in May
    - **10 bags ready to be distributed.**

Action Items:

~~Rhonswood lots combined (37735 / 37751 Rhonswood Dr). Pay for one lot only.~~

~~**Motion:** **2nd:**~~
~~**Yes:** **No:**~~

Approval of the March 2026 meeting minutes: Will be emailed.

Motion: **2nd:**
Yes: **No:**

Open Forum #2

Executive Session (if needed)

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

2025/2026 Monthly Meeting Schedule:

- January 13th, 2026
- February 10th, 2026
- March 10th, 2026
- ~~April 8th, 2026~~
- May 6th 2026

- June 10th , 2026
- July 8th , 2026
- August 12th , 2026
- September 9th , 2026
- October 21st , 2026 (Annual Meeting)

Adjournment Meeting: **Time: 8:20 PM**

Motion: AO **2nd: YS**
Yes:x **No:**