



Minutes from 2023 Annual Meeting – 35th Year

The annual Emerald Pines Association meeting was held on Tuesday April 18th, 2023, at 7:00 pm at the Ralph Richardson Community Senior Center of Commerce Township. Having provided proper Notice of Meeting to all co-owners, 31 of 66 (44%) condominium units were represented in person or by proxy and the required Quorum (35%) was met. We appreciate each of you making time to attend the meeting and have your voices heard. The highlights for our 2023 annual meeting are as follows:

OPENING ACKNOWLEDGEMENTS

The meeting was called to order at approximately 7:00 pm by Board of Directors & President, Jim MacLellan. Also presiding were:

Director & Vice President, Ron Hall
Director & Secretary, Nancy Hornberger
Officer - Treasurer, Barb Carl (Boedecker)

No new residents were in attendance.

OLD BUSINESS

Minutes of last year's meeting were distributed either by email or mail subsequent to last year's meeting. They were also uploaded last year to the subdivision's website:

<http://emeraldpinesassociation.org>).

Highlights of Old Business include:

- 1) Jim MacLellan was unanimously elected to fill a one-year Board of Director position. He was also elected President in a subsequent Board Meeting.
- 2) Nancy Hornberger was unanimously elected to fill a two-year Board of Director position and also agreed to be Secretary in a subsequent Board Meeting.
- 3) Ron Hall agreed to continue as Vice President in a subsequent Board Meeting.
- 4) Road maintenance committee investigated potential for crack filling or applying slurry coat crack filling. It was determined that we could postpone any treatment for another year.
- 5) New bids were solicited for snow plowing after complaints from residents. Homestead Property LLC was selected for the 2022-2023 winter season.
- 6) A Subdivision Picnic Committee was formed and chaired by Josene MacLellan. A successful September Picnic was held. We appreciate Josene chairing the committee.

NEW BUSINESS

Treasurer's Report: 2022-23 Budget Performance was presented to the attendees by the Treasurer. The Subdivision was able to add \$5,626 to the reserve fund most of which was due to not performing the seal cracking of our roads last year.

Jim MacLellan presented the Board of Director's budget which was developed by your elected Board in according with the subdivision Bylaws, Section 11. **Dues were increased to \$500 and are due by June 1st 2023, covering the period 1 Jun 2023 through 31 May 2024.** A coupon is attached to submit with your payment. Our prior years lawn maintenance vendor, Quality Lawn, notified us

recently that they would be unwilling to bid a contract this year because of lack of personnel. The Board has been soliciting additional bids but preliminary indications are that costs will be much higher than last year. The budget proposed by the board included a potential for contributing 10% of the total budget proposed to the reserve fund, plus a contingency fund of \$1,044 (reference Section 2 (a) of the Bylaws). The Board solicited feedback from the attendees and there were no exceptions or opposition voiced to the increase in dues.

STATE OF THE ROADS: Ron Hall discussed the need to road crack fill this year. He solicited quotes and received 2 bids to date and has agreed to continue to chair the Road Maintenance Special committee. A decision will be made in the near term to contract and get a date scheduled to perform the work.

Tree Maintenance & Pine Beetle Infestation Update: Robert Levi raised a concern about removing **uninfested, dead** trees from our forests. He stated that uninfested, downed trees would lead to a healthier forest if not removed for purely aesthetic reasons. It was then discussed that the Board of Directors has been judicious in the number of trees removed, and has only had trees removed that are infested and/or are a safety concern.

Previously, the State Department of Agriculture and Certified Arborist were contacted for a full understanding of the infestation and the steps to take to preserve our pines as long as possible. This has been a serious infestation problem, and dead infested trees must be fully removed – not chipped or stored as firewood. Infested trees have multiple holes in the trunk and missing bark where the broods are hatched.

Bylaws' Discussion: The governing documents for our Emerald Pines Association are called **Condominium Documents** and consists of the CONSOLIDATING MASTER DEED and Exhibits A and B hereto, the BYLAWS and the ARTICLES OF INCORPORATION (Every Co-Owner should have received their copy at their sale closing). One of the duties of the Board of Directors is to enforce the provisions of the Condominium Documents(BYLAWS Article XI, Section 4, Paragraph(j)).

There was a discussion about our Association being a community of neighbors, and that we should all be respectful in complying with our **CONDOMINIUM DOCUMENTS**. Neighbors should be able to discuss violations with their fellow neighbors in a considerate, polite and nonconfrontational manner. A neighbor's concern with another neighbor's action should also be received in an understanding manner.

The following concerns related to some of the BYLAWS' Restrictions identified in Article VI, Sections 1-23 were discussed:

1. **VEHICLES/TRAILERS/OTHER** – Passenger vehicles should **not** be parked off the main driveway in the yard. Also, NO house trailers, boats and boat trailers, snow mobiles and trailers, camping trailers, all-terrain vehicles, motorcycles, inoperable vehicles, etc. may be parked or stored upon the premises of the Condominium unless in Garages. **Please voluntarily comply with this restriction prior to Board action being taken;**
2. **Storage of Trash/Recycle Receptacles** – Please don't let the receptacles remain on the Common Elements except for short periods of time (i.e., day before pick up until no later than the morning after pick up). Also, receptacles should be kept in the garage whenever possible or located in a spot minimally visible from the street view;
3. **Design and Location of Sheds and Dog Houses** require prior written approval of the Board of Directors. Approval will be timely and not unreasonably withheld;

4. **Home Exterior changes**, including designs, materials, or colors, require Board of Directors pre-approval in accordance with Bylaws, Article VI, Section 12, page 25. Further, no co-owner shall change in any way the exterior appearance of the residence and other improvements and appurtenances (common elements) located within his unit without Board approval. Approval will be timely and not unreasonably withheld;
5. **Yard Areas** – In accordance with the Consolidating Master Deed, Article IV Common Elements (both general and limited commons elements), Section 3 (a) Co-owner Responsibilities (i) Yard Areas, ...the exterior appearance of the yard areas ... shall be subject at all times to approval of the association and to reasonable aesthetics and maintenance standards prescribed by the association in the bylaws and in duly adopted rules and regulations.
6. **Fences** – Please review Article VI, Section 8 for details on what is permitted.
 - a. Staked Survey & Township requirements must be met.
 - b. Plans and specs for any fence must be approved by the Board prior to construction.

Open Board of Director and Officer Positions and changes:

All three Board of Director positions were up for election since one Board member resigned. Nancy Hornberger resigned her position that still had another year before completion of its term. The subdivision truly appreciates Nancy and Ron Hall's contributions to the Board over the many years they have both served.

Results of this year's elections were as follows:

- Jim MacLellan was unanimously elected to serve the one-year remaining term for Nancy Hornberger;
- Jim Boedecker and Kevin Hayes were unanimously elected for two-year terms;

In a subsequent meeting of the new Board of Directors on 4/25/23; the following Officers were named:

- Jim Boedecker, President
- Kevin Hayes, Vice President
- Jim MacLellan, Treasurer
- Barb Carl Boedecker, Secretary and Assistant Treasurer

The Board requests that residents consider volunteering for an Assistant Secretary or Assistant Treasurer position to develop potential replacements for the future. Please contact Jim Boedecker to discuss any interest you may have.

Discussion of Special Committees:

The attendees showed potential interest in starting/maintaining the following committees in support of the Board of Directors;

- 1) Beautification Committee – to evaluate improvements to the front entrances and other general commons area and report to the Board
- 2) Road Committee – Ron Hall agreed to continue to head
- 3) Picnic Committee – to plan and organize a subdivision picnic and report to the Board

Any resident interested in participation or heading in any of these committees, please contact the secretary, Barb Carl Boedecker either by phone (248) 535-2848 or email blakar@comcast.net as soon as possible.

REMINDERS:

Pets: Safety is important to us all, especially in the absence of sidewalks, a leash should be used and is the safest for our furry friends.

1. Please continue to be respectful, cleaning up after your pets in **all Commons areas** of the subdivision in compliance with the Bylaws. Picking up after your pets reduces the potential of transmitting common diseases such as Giardia, roundworms, hookworms, Salmonella, and E. coli, especially in areas frequented by residents such as trails or play areas.
2. For more information and compliance: Article VI, Section 11, page 4.

Parking on the Street: On the occasion when parking on the street, please ensure that mailboxes are not blocked leaving adequate room for mail deliveries, and ensure cars are not parked on lawns.

Speed Limit 20 MPH: With the warm weather, we get lots of activity starting in the sub, especially young children who will be out of school soon. Please be mindful that there are no sidewalks and children may be playing in the roads and many residents are out walking. Please SLOW DOWN!

Association dues are paid annually and due by (no later than) June 1st each year.

1. Please complete the form attached to these minutes and include it with the mailing of your payment of \$500.
2. Please write your lot number in the memo section of your check.

The annual Emerald Pines Association meeting was adjourned approximately 8:40 pm.

Respectfully Submitted
Emerald Pines Association

Jim Boedecker – President, Director
Kevin Hayes – Vice President, Director
Jim MacLellan – Treasurer
Barb Carl (Boedecker) – Secretary &
Assistant Treasurer

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Association Dues

Unit # _____

Name: _____

Address: _____

Amount Due: \$500.00

Payment due on or before June 1, 2023.

Make checks payable to: Emerald Pines Association

Please include your **lot number on check** for easier processing.

Address envelope to:

Emerald Pines Association
9285 Pinestead Drive
Commerce Twp, MI 48390

Pursuant to Emerald Pines Master Deed, Exhibit A – Bylaws, Article II, Section 3.