



September 2025 Board Meeting Minutes

Board Attendance

- ✓ Craig Lee, Board President
- ✓ Joe D'Avanzo Board, Vice President
- ✓ Phil Dennis, Board Treasurer (remote)
- ✓ Sharon Garbarz, Board Secretary
- ✓ Stacey Sherrille, Compass
- ✓ Michael Taig, Compass
- ✓ Mark Nelson Board, Member at Large

2025 Annual Meeting: Wed,
October 8th 6pm open, 6:30 – 8:30
meeting (INVITE)

Meeting called to order: 9:02 am and closed at 12:09 pm.

Upcoming Meetings:

- Annual Meeting Prep October 6th, 9am, Compass Office.
- Annual Meeting October 8th, 6pm doors open, 6:30-8:30 meeting, Township Hall
 - Informal discussion following meeting to elect officers, meeting recap.
- November Board Meeting, November 10th, 9am. Primary Agenda: Set budget.
- No December meeting.

Craig's upcoming vacation: 9/23 – 10/4. Vendors to contact Mike/Stacey via Stacy's email. Board members to support as needed.

Major Agenda Topics:

Major Topic	Discussion/Updates/Decisions	Action Items
Oct 8 Annual Meeting Prep	• Communication sent to homeowners with invite and request to run for Board. • Draft Agenda Finalized: Meeting called to order & Introductions – Craig Verification of Quorum of Owners / 2024 Annual Mtg Minutes Approval – Sharon Board Elections (Sharon and Phil's positions) – Stacey Northville Township Safety Message (assuming availability) – Sharon Proposed Insurance By-law Amendment – Mark ○ Include proposed change, reasoning (cost cut, stabilization, common condo problem, Woodlands \$31K savings), impact to homeowners, process timing & upcoming meeting. President's Address – Craig • 2025 Successes and Challenges • Looking forward to 2026 and Beyond (well, roof, roads). • Committee Thanks - Lake update - Joe 2025 Financial Review –Phil (include audit results) Compass Updates (software change, ACH free of charge) - Stacey Final Reminders and Lesson's Learned – Craig Results of Board Elections and By-Law Amendments – Stacey Open Forum – All	• Compass to send reminder for Board candidates, proxy notices and final reminder of meeting by end of September. • Sharon to arrange Northville Twp participation. • Sharon to draft presentation with offline feedback from Board members • Sharon to set up pre-planning meeting for October 8th (Complete) • Sharon to fix annual meeting date on website.
2024 and 2025 Financials 	• End of August Financials unavailable at this time. ○ All prior meeting adjustments have been made. ○ Phil will send out report offline as information becomes available. • Board approved outstanding: PPM credit for double charging (\$1904) to be applied to a future invoice. • Stacey stated that by October 31st, all financials must be accurate to be converted to new system. • Unknown 2026 budget issue remaining – Insurance expenses • Communications re: billing of homeowners for breaker fixes went out last week requesting payment, due October 15th. • 2024 audit remains in process – must be closed prior to Annual meeting on 10/8. • Status of Delinquent Accounts based on Compass follow-up. Today: ~\$11,300. 3 outstanding. One is going to legal (30 day payment requirement) • Contract for 2026 brick and mortar repairs has been signed.	• Phil analysis DTE usage on all 11 accounts. • Compass to re-run Feb-July for Phil for setting budget. Want Sept financials by October 10th for 2026 budget. Nothing needed for Annual meeting. • Compass to invoice dog owner for \$4695 this week for legal fees. Payment within 30 days.

Major Topic	Discussion/Updates/Decisions	Action Items
	2026+ Budget - Trimming of bushes and trees around the wood bridge - Replacement of rotted or damaged wood at the wood bridge - Repair/replacement of asphalt walkway around the complex will be added to the road repair project. Some minor repairs should be included in the 2026 budget - Repair seawall on west canal (\$6K) in 2026 to improve flow through the canal. - Pursue contract this year for repair of damaged brick and missing mortar at front porches and between garage doors in 2026. - New well - Mulch (bi-annual) - Irrigation - Sand removal in canal. - Continuous paint maintenance and mailbox repainting	
10-Year Capital Plan	No updates	
Water Damage (3/24) 	Association needs to pay final invoice, pending resolution of need to pay homeowner deductible that is included in invoice.	Compass to pursue deductible reimbursement
Insurance Bylaw Change	- Review recommended Bylaw amendment from Vollmer. Mark to review "The list of items in Article V, Section 3(a)-(k) of the Bylaws is not indicative of what Co-owners are obligated to maintain, repair and replace. That is a list of items, which if damaged and covered by the Association's insurance policy, will be rebuilt by the Association using insurance proceeds from the Association's policy. Article IV, Section 3 of the Consolidating Master Deed remains the source of general maintenance, repair and replacement responsibilities for Common Elements." - Need for approval by 2/3 of Co-owners and 2/3 of mortgage companies - Recommended changes will be introduced at upcoming Annual Meeting with a special meeting and vote to follow in 2026. - Board may pursue changes in insurance to reflect Bylaw change and potentially increase deductible which may decrease claims. - Benefits: Reduced Association premiums, risk of cancellation because of multiple claims, address escalating insurance company expectations.	
Compass Updates	32 deck fix notices (Aug – 5 repairs were completed, 27 were untouched): - Simple deck fixes must be complete by 9/15 - Extensive changes require a plan by 9/15 and must be fixed by 12/31/2025. - August communication provided warning of future fines to be imposed. 18 have replied as completed/planned for completion. - Dave will make a visit to reconfirm all of them. Fine will be immediately applied if no action. ~15 homeowner notification of the need to fix rotted windows with a plan by 9/15 and completion by 6/2026. About 10 have not replied. Dave to do update and fines to be applied if no response by 30th. - Status: Compass transition on schedule for Jan 1 new Vantica software. Notice to homeowners in November. ACH will be free. View invoices, financials live. November 1st effective date. - Status of Homeowner maintenance activity for Aug: 37 work orders, 10 cancelled, 15 completed, 12 assigned. 3 aging (trees).	Dave to provide updated status list on both decks and windows following inspection.
New Waste Management Contract	- Offline decision made to approve Waste Management increase as a short-term solution with the option to bid this activity in the future. Contract has been signed. - Waste containers to be delivered this week. Decision: Look into waste management alternatives in early 2026.	Sharon to update newsletter. Yard waste picked up today. Friday recycles are opposite. Compass to followup with Waste Mgt to get calendar solidified.

Special Projects /Normal Operations by Vendor:

Vendor	Discussion/Updates/Decisions	Action Items
PPM (Landscape Maintenance)	- Status of major beach and lawn cleanup completed. - South entrance and "Gould" island refreshes started; will be complete by Sept. - Fall maintenance chart by PPM is being created for 2026 maintenance (trimming, beaches, spraying weeds on lawns/trees. - Shrub Trimming and fall cleanup to come this fall - Arb replacement issues to be done later this year.	
J&B	Final wood repair is complete. All touchup painting is complete at a significantly lower	

Vendor	Discussion/Updates/Decisions	Action Items
(Painting)	- cost than planned (\$3500/building). - Maintenance on buildings 10-20 is underway to do more caulking/peeling paints from past issues under last year's warranty. - Buildings 20-32 paint touchup is also underway. - Painting mail fronts is Spring 2026. - Add small maintenance for paint peeling in future years.	
Emergency water meter access/water shutoff	REASON FOR ACTION: Association needs a way to access end units that have the water shutoff for other connected units in an emergency (typically winter) Compass will contract and develop a communication plan. Continues to be in process.	• Compass to complete contracting and a plan for gaining access.
Breaker Replace/Repair Building #19/BHP wide safety check	• REASON FOR ACTION: These breakers allow the Fire Dept to safely turn off electricity in an emergency. There is one breaker per unit. • May newsletter reminded homeowners that the breakers will be tested and may need to be repaired at owner expense. • Compass has planned for all breakers to be tested in September (August notice). Broken ones will be repaired and assess owners (costs reduced from standard charges). • This specific breaker style has been discontinued. Long term, these may not be available and may impact future cost of replacement. • Vendor to have breakers onsite should they not be able to turn them back on. • Based on initial trend, decision may need to be made to replace all breakers. • Homeowners must be home for this activity.	• Compass to seek reimbursement for broken breakers. • Compass to send notification when testing is due to start • Sharon to include topic in Annual Meeting.
Well	• Board Decision: Additional well is needed in 2026. Will be installed on East side near bridge. Plan for January.	
Miscellaneous Maintenance	• Joe Zimmer replaced the solar lights on the Pavilion • All utility boxes were fixed/replaced/painted/deadbolts added • Critical brick and mortar will begin in spring.	

Homeowner Specific Issues:

Topic	Discussion/Updates/Decisions	Action Items
18301 BHP Dog Incident	• Legal fees to be sent to homeowner in upcoming week. •	• Compass to invoice.
Allam Request for Small Fountain	• Fountain installed. • Direct payment will occur from vendor to Dr. Allam (closed)	
White Decks	• Letters went out for 2 homeowners that stained decks white, without Board approval.	• Compass to provide follow-up on activity.
Multiple Residents	• Concerns over non-residents trespassing (fishing, swimming and walking) • Sharon spoke to Northville Twp: ○ Police agreed to do more frequent drive throughs, primarily in early evenings. ○ Township is happy to have homeowners call on infractions and they will come on premise, as resources permit. ○ Twp rep willing to come and talk about safety at Annual meeting. Interest? ○ Newsletter communication to come out.	• Sharon will finalize plans and announce in newsletter.
Driveway Cement Pitting (Buckle, Nelson)	• MacDemo agreed to fix Buckle's driveway • Board to complete an inventory of driveways updated by MacDemo in last two years to determine a plan for those driveways with significant quality issues.	• Mark to complete an audit of driveways to determine extent of quality issues for work done last two years.
Dr. Kuizon issue: 18157 Blue Heron Drive E Underground Drainage Issue	• Kuizon contacted compass regarding fixing of front underground drainage. • Since it is related to existing gutters, drainage and front landscape, Association is responsible.	• Sharon to respond to Dr. Kuizon

Committee Updates (As available):

Topic	Discussion/Updates/Decisions	Action Items
Welcome	• Nothing pending	
Social	• December 3rd – Holiday Event at Genetti's. Arrive at 6 pm, eat at 6:30 pm. Call to reserve with a credit card. Same price as the past two years \$29.95 per person.	
Beautification	• South entrance landscape plan in process. • Holiday lights contract is place. • Annual flower contract will be finalized later in the fall.	
Compliance	• Insurance related changes will be required in 2026.	
Lake	• Contract is coming to include equipment coming in/out and treatment.	• Compass to negotiate 2026 contract by fall, '25.