

FRANKLIN KNOLLS HOMEOWNER'S ASSOCIATION, INC.

Minutes of the Annual Membership Meeting

Date: Thursday, November 18, 2021

Place: Via Zoom

Attendance:

See attached resident check in document.

Board Members:

Milt Levine	President
Brent Slater	Vice President
Scott Wood	Treasurer
Sandy Ashcroft	Secretary
Lisa Callahan	Member at Large
Drew Espenshade	Member at Large
Deborah Lodish	Member at Large

Item I. Call meeting to order.

The listed Board members were present at 7:00 PM, in accordance with the original Notice of Meeting distributed by regular mail as per our bylaws. Having reached the minimum quorum of 19 members (households) in attendance the meeting was called to order at 7:02 PM. In addition, 4 proxy votes were presented. The meeting proceeded with introductions of the FKHOA board members. A special thank you was given to Mark Giles on his retirement after over 15 years on the FKHOA board.

Item II Approval of the minutes of the November 19, 2020 Annual Meeting.

The minutes of this meeting were made available to every household on the FKHOA website last spring. S. Ashcroft Lot 128 asked for comments or corrections to the minutes as shared. T. Scheffler Lot 003 wanted to know who on the board received money from HOA: Water System Manager \$940/month; Treasurer \$600 annual stipend; Secretary \$300 annual stipend.

There being no further comments M. Levine Lot 111 made a motion to approve minutes as presented. D. Lodish Lot 141 seconded the motion. Put to the vote the minutes were approved with no objections and duly signed.

Item III. Treasurer's Report:

Recap Scott Wood, Treasurer, Lot 127, presented the annual report consisting of the Balance Sheet as of September 30, 2021, followed by the Statement of Revenues, Expenses and Net Assets for the year ended September 30, 2021. S. Wood shared that our net assets total \$131,928 (\$91,812 in cash, \$12,715 in accounts receivable and \$27,401 in permanent assets). S. Wood reviewed the Statement of Revenues, Expenses and Net Assets next. The total revenues = \$65,579 and the total operating expenses for the year ending September 30, 2021 were = \$69,500. Therefore, we were (\$3,921) expenses over revenue. Refer to reports for details. S. Wood explained that there were additional expenses this year for the Pump House.

Item IV. Old Business

- A. **Landscaping:** S. Ashcroft, Lot 128, reported the following.
1. S. Wood Lot 127 has been monitoring the condition of landscaping at our entrances. He is our contact with United Lawnscape who mows/maintains our commons areas, does spring & fall cleanup, and added mulch this year. Scott cut edge on all planting beds and added some plants where there were gaps from dead plants. He asked neighbors who live on the edge of commons areas to water plants during dry periods. We are also trying to watch the need for water and do so.
 2. We took names for landscaping volunteers at the 2019 HOA annual meeting to work on entrances and commons areas. Neither 2020 nor 2021 were good years to gather like this. We are looking for additional plantings & volunteers in 2022. If interested, reach out to Sandy or any HOA board member.
- B. **Water System Update:** S. Wood, Lot 127, shared that all the required water tests have been done. The water quality report is emailed to residents and is also available online. T. Scheffler Lot 003 asked “What is hardness of water?” S. Wood lot 127 responded “That is not required by EGLE so we don’t have that number”.
1. **Cross Connections** - Scott discussed issue with contaminants that could be pulled into the water system. Information is available on our website.
 2. **Water Flushing** –Scott stated that line flushing for sub is done three times a year to clear out minerals that naturally occur. Homeowners are responsible for flushing their own homes. HOA website has names of two companies who do that. Scott recommends that homeowners check flow rate at their own home. Instructions are on the HOA website.
 3. **Upgrades & Modifications**
 - a. Three new fire hydrants were installed.
 - b. New oxygen sensor installed on generator. We had an issue when there was a power outage this summer.
- C. **City Water Conversion Update:** S. Wood, Lot 127, reported that city engineering study is complete. City is planning a meeting soon to present costs. T. Scheffler Lot 003 asked “Does report include how long current system will last?” S. Wood Lot 127 said we haven’t seen report, but state is recommending that we might need to replace pipes that we currently have.
1. City is looking into using auditorium at The Hawk to support social distancing. Are we comfortable with an in-person meeting?
 - a. Public: Lot 003, Lot 11, Lot 30, Lot 46, Lot 62, Lot 69, Lot 90, Lot 91, Lot 117, Lot 128, Lot 135
 - b. Zoom: Lot 21
 2. There is interest in having a HOA meeting following the City meeting to discuss results. An unbiased person should present at our own meeting.
 3. S. Wood Lot 127 explained that after the meeting a new petition will be circulated to determine whether a majority of homeowners want to proceed with connecting to city water. If over 50% of homeowners sign the new petition the conversion would move forward for all homeowners. Petition must be returned within 60 days of city meeting.

- D. **Community Events:** D. Espenshade, Lot 121, reported that we had two events this year. An ice cream social was held on 8/15/21. We had about 30 residents attend. The second event was a bonfire on 10/16/21 with low attendance.
- E. **Website & Blog:** D. Espenshade Lot 121 shared that the HOA website is where all the information homeowners need can be found. Encouraged residents to subscribe to our Blog. We won't overload your email, but you will be first to receive HOA updates. Suggested those who get messages share information with a neighbor.

Item V. New Business

- A. **Annual Budget 2021-2022:** S. Wood, Treasurer, Lot 127, reviewed the Fiscal Year (FY)21 Budget with the FY21 Actual Results, along with the FY22 Budget (proposed). Total current assets are \$104,527.00. We budgeted \$81,120 for FY21 and our actual total expenses were \$69,500.56. We budgeted \$61,320.00 for FY22, which is more in line with FY21 actual costs. Our net income is \$1,680.00.

- 1. Line Item 001 - Water system tests increased by \$1,000 (PFAS test required annually).
- 2. Line item 010 & 011 – Utilities increased a little.
- 3. Line item 004 – Pump house includes reserves of ~\$9,000.00

M. Levine Lot 111 made a motion that the proposed Annual Budget be accepted. Motion was seconded by R. Wagner Lot 054. Put to the vote, the motion to accept the proposed Annual Budget was approved with no objections.

- B. **Lending Library:** S. Ashcroft Lot 128 explained that creating a lending library was discussed previously by the board. We've purchased a Detroit News box to use. A lending library is a great way to share books with your neighbors, meet & talk about books, and create memories for children in neighborhood. We need homeowners' help in making it a reality. If interested reach out to a board member so that a committee can be formed. Caitlin Bingle Lot 117 is interested.
- C. **Community Events:** D. Espenshade Lot 121 asked if anyone had an idea to get community together? Send to board at franklinknollshoa@gmail.com. S. Ashcroft Lot 128 suggested a community garage sale.

D. Slate of officers for 2021-2022 Board of Directors

President:	Milt Levine
Vice President:	Brent Slater
Secretary:	Sandy Ashcroft
Treasurer:	Scott Wood
Member at Large	Lisa Callahan
Member at Large	Drew Espenshade
Member at Large	Deborah Lodish
Member at Large	Open
Member at Large	Open

E. Nominations from the floor:

Caitlin Bingle Lot 117, volunteered to be a Member at Large. We need Caitlin to sign a "Willingness to Serve" form.

- F. **Vote for Officers** D. Espenshade, Lot 122, made a motion to accept the slate of officers as presented. D. Lodish Lot 141 seconded the motion. Put to the vote, the motion to accept slate of officers as presented was approved with no objections.
- G. **Adjournment:** M. Levine Lot 111, made a motion to adjourn the meeting. Motion was seconded by D. Lodish Lot 141. Put to the vote, the motion to adjourn was approved with no objections. Meeting was adjourned at 7:58 PM.