

Island Lake of Novi  
Board of Directors Meeting  
Wednesday, January 26, 2022

1. Call to Order

President Valade called the meeting to order at 5:08 p.m. at the Boathouse. Present were Directors Bartlett (Secretary) – Woods, Verma – Shores, Dolin – Vineyards, Campbell – North Bay, Felch (Treasurer) - Preserves, Kumrow – Arbors, Mosley – South Harbor, Pfeiffer (Finance) – North Bay, Valade (President) – Orchards and Hall (Community Manager). Mr. Bhatti (Shores) was also present. Director Thirumoorthi – Reserves was not present.

2. Approval of Agenda

President Valade moved and Director Dolin seconded to accept the Agenda as presented. The motion was unanimously approved.

3. Approval of Minutes

Director Dolin moved and Director Bartlett seconded to approve the Minutes of the last Board of Directors meeting as submitted. The motion was unanimously approved.

4. Community Forum

Mr. Bhatti (Shores) was present.

5. Interim Actions by the Board

Budget – The budget was approved in October and reapproved in November with a slight modification to the snow map.

6. Financial Report

Finance - Mr. Pfeiffer reported that the financials for October and November were not finalized until a week ago. He provided a marked-up balance sheet because it was not updated prior to the meeting.

- A negative accounts receivable was reported, which is not possible, and was corrected once payments were received.
- As of December 31, 2021, the operating fund was \$121,411.29, creating a \$23,878.72 net income.
  - A deposit totaling \$2,370 for Boathouse rentals was lost by FedEx in September and not tracked until January.
    - It was noted that some checks were written by non-residents, though residents attended the events.
  - An NSF check was received from a title company and is still owed.
  - Property insurance was paid in January.
  - Additional work was completed for tree and shrub maintenance as well as increasing cleaning, specifically the health club, there were many repairs to the irrigation system, and 40 extra goose eggs were hatched on the Lake.
  - Water costs were lower due to a credit and reimbursement was received for a light pole.
- As of December 31, 2021, Reserves totaled \$904,114.66, creating a \$10,179.96 net income.
  - Fidelity funds totaled \$263,000.
  - Two certificates of deposit matured on December 6 that were required to be canceled within ten days with penalties, which KSM did and requested the funds to be returned. AAM is currently handling, but the funds have not been deposited yet.
    - Funds needs to be available for unbudgeted expenses and modifications to the entrances.
  - Two checks were written from Reserves totaling \$1,483 that were not deducted to date.
- Delinquencies from Associations totaled \$64,000 in November and \$40,000 is currently outstanding from one Association.
  - There needs to be a push for ACH.

Management – No report was given.

7. Unfinished Business

Landscaping – MLP submitted a proposal to update and improve the landscaping at all ILON entrances at the cost of \$11,000-\$15,000 per entrance based on their review of Drake’s Bay, Seaglen, and Napier.

- Two other proposals were also received.
- A “ Beautification” committee needs to be established to review the proposals and plant materials to develop a common scope of work.
  - It was noted that Novi offers a grant program each year that needs to be investigated.
  - An email will be distributed to seek volunteers from each Association with landscaping backgrounds.
- A tree at Drake’s Bay and Wixom Roads is diseased and will eventually affect the other trees.
- There needs to be consideration of the existing irrigation and electrical systems with upgrading requirements and costs.

Operations manual status – Mr. Hall reported he is working with Bruce and proposed an additional three months.

- A list of vendors was created with President Valade’s help to identify their functions.

8. New Business

Proposal to streamline financials

- Due to continuous issues and with the objective of being more user-friendly, it was proposed requiring homeowners associations to utilize ACH or EFT to submit their dues and for the Manager to collect funds from the Associations.
- It was proposed to terminate the \$250 new resident assessment, primarily because it takes lots of hours to collect and reconcile.
  - Mr. Pfeiffer said the budget would be affected, noting in past years \$5,000 was budgeted with more than that collected and increased to \$8,000 this year.
  - Discussion took place that it was originally established for initial contributions, is a nice source of income, and common in many high-end communities; however, there are issues when it is not collected at closings and lots of effort obtaining information from management companies.
  - It was noted that the individual Associations could decide to maintain it.

**Director Dolin moved and Director Verma seconded that effective February 1, 2022, the Master Association eliminate the \$250.00 new resident assessment. There were eight (7) yes votes and two (2) no votes. The motion was approved.**

  - Directors will report to their Associations and an email will be distributed to the residents.
- It was proposed consolidating Reserve funds to CIT, which works well for all Associations, offers higher interest rates, and all funds would be insured.
  - Mr. Pfeiffer said Fidelity offers more options, including unlimited check writing.
  - It was noted that government accounts, including Treasury Bills, offer higher interest rates.
  - Discussion was tabled for more research and information.
- AAM advised that most associations use cash basis accounting instead of accrual, which is simpler; however, would not alert high accounts receivable or payable.
  - Discussion was tabled until preparation for 2023.

Operations manual – **President Valade moved and Director Dolin seconded to approve three (3) additional months of consulting. The motion was unanimously approved.**

- It was suggested considering how to complete projects in an effective way, not the most economical.

Pool wages – Mr. Hall provided current pay rates for lifeguards in the area and suggested increasing the hourly rate is needed to properly staff, especially with challenges of shortage with labor and Covid.

**Director Dolin moved and Director Verma seconded to continue paying pool attendants \$10.00 per hour and increase lifeguards \$1.00 per hour with Mr. Hall to work with Ken and report to the Board of Directors if there are challenges. The motion was unanimously approved.**

Repairs and projects for 2002 and beyond – The Directors will create a list for consideration and discuss via email.

- Concrete at the Boathouse and creating two handicapped parking spaces near the building need to be included.  
-Director Verma will contact the City to confirm if parking near the building would be permitted.
- Improvements are needed at North Park.  
-Mr. Hall reported work is already planned on the gazebo because the base is rotting, hopefully to be replaced with Trex.
- The canopy of trees in the parks needs to be trimmed and replacing the trees that were removed along Wixom Road.
- Mr. Hall will ask the Associations for group requests.

Security Committee – Directors Bartlett, Bhatti, Campbell, and Varma serve on the Committee.

- It was determined that the existing system is not adequate and proposed installing eight cameras in the Boathouse with one in the basement, seven outside with two on the main pool and playground, and six in North Park, a total of 21 cameras.  
-The existing system consists of four digital and five analog cameras that is out-of-date and the manufacturer does not support.
- Focus was placed on liability issues and each camera costs approximately \$1,000.
- Phase I would cost \$30,000-\$35,000 and could be completed before the pool opening in late May.
- Phase II would add two light poles in 2023 to encompass the docks, volleyball and tennis courts, and beach area, lighting with motion sensors at the main pool, replacing all locks at the Boathouse and North Park bathroom building, evaluating the access control system, and developing a master key system with key control.  
-The costs are not known; however, exterior improvements would cost more than the interior.
- The proposal would have 32 cameras upon the completion of Phases I and II and could be upgraded in the future.
- Discussion took place regarding finding common ground whether the focus be on trespassing, disturbing the peace, and vandalism in addition to liability, which could be interpreted differently, being positive or negative depending on the circumstances with the onus of proving negligence.  
-Improvements were made last year, including Police being present and limiting access to the boat launch.  
-Mr. Hall advised most of the issues occur at the volleyball court and boat launch, which are not included in Phase I.
- The Members requested support before spending more time and effort moving forward and stressed approval would be needed soon to complete installation before pool season.  
-It was agreed that the Committee would move forward with obtaining proposals for replacing or installing 12-14 (currently proposed 9-21) cameras on the exterior components and the Boathouse (currently proposed eight) with none in the basement or workout rooms.

Landscape boundaries (North Bay) – An agreement between the Master Association and North Bay regarding the Master Association's responsibility to maintain, remove, and replace trees in Harbor and North Parks as well as all trees, grass, and bushes along Island Lake Drive between and Napier Road from Seaglen to the Woods Association was presented for signature. No decision was reached on this topic.

Basketball hoops – **Director Verma moved and Director Dolin seconded to have the backboards and rims removed from the tennis courts before the season. The motion was unanimously approved.**

Boathouse – Mr. Hall suggested moving a cabinet from a room at the Boathouse and create a kids' room.

Communications – It was suggested that the *Island Lake* magazine needs to be improved.

Personal watercrafts (lake speed limit, restrict horsepower and watercraft) – This item was not discussed.

9. Management Report

Boat registration – This item was not discussed.

Goose nest destruction – This item was not discussed.

Tennis court/volleyball – **Director Verma moved and Director Bartlett seconded to amend the rules for the tennis courts to be reserved for the Tennis Team Monday through Friday from 8:00 am. to 12:00 p.m. from the end of school for summer vacation to the start of the school in the fall with 95% participants required to be residents or family with verifiable addresses. The motion was unanimously approved.**

- The City does not have anyone to run a program, making the tennis courts unavailable with the City.
- Participation is anticipated to be less this year.
- Swimming will also be involved.
- An automated system needs to be established with a three hour time limit per household to provide more residents an opportunity to use.

Boathouse – It was suggested returning rules and guidelines to pre-Covid for using the Boathouse, including the health club facilities.

10. Membership Round Table

Communication Committee – Director Campbell suggested establishing a communication committee.

FOB system – It was suggested the community would benefit from an improved tracking and record maintenance of the key FoB system for access to the amenities.

11. Adjournment

Vice President Dolin adjourned the meeting at 7:30 p.m.