

**Island Lake of Novi  
Board of Directors  
Meeting Minutes  
Thursday, July 29, 2021**

**1. Call to Order**

President Valade called the meeting to order at 5:07pm at the ILON Boat House. Present were Directors Dolin – Vineyards, Felch - Preserves, LeFevre - Arbors, Pfeiffer – North Bay, Moseley – South Harbor, Valade - Orchards, Bhatti – Shores, Bartlett – Woods and Mr. Hall – Community Manager. Director Thirumoothi –Reserves. Called in via phone Director LeFevre left at 6:30pm.

**2. Approval of the Agenda**

Director LeFevre moved and Director Pfeiffer seconded to accept the Agenda as presented. The motion was unanimously approved.

**3. Approval of Prior Meeting Minutes**

Director Dolin moved and Director Barlett seconded to approve the Minutes. The motion was unanimously approved.

**4. Community Forum**

There were no homeowners present.

**5. Interim Action by the Board**

- a. Director Pfeiffer brought up the need for additional signage at the Boat Launch Dock
- b. Director Valade explained the need for repair work at the North Park beach because of the excessive rain and the cost will be \$3,400.00

**6. Financial Report**

- a. Bill Pfeiffer - update Financials
  - i. Noted that the cash balance is distorted as there are \$81,000.00 of payable which have not been paid but should be in the 30 to 45 days.
  - ii. The Financials statements that were distributed have the operation and reserve items separated. The financial statements are now based on accrual accounting so the payable and and receivables are shown on the balance sheet.
  - iii. The Vineyards is currently delinquent 3 months dues and the Reserves are delinquent 1 month.
  - iv. Due to significant increase in housing turnover, initial contribution revenue forecast has been increased by \$10,000.00
  - v. To maintain the reserve fund as fully funded, an additional contribution will be required before year end.
  - vi. Reimbursements in 2021 distorted budget comparison for association water ( \$9,600) and lighting (\$4,460)

- vii. Invoices for the June association water and Boathouse gas have not been received. Austin Baker and Ryan Thomson have been instructed to find out why.
  
- b. Ron Hall - Update Expenses
  - i. Expenses are distorted as we received a water reimbursement from 2020 for \$9,600 and \$4,400 for the light pole repair
  - ii. Several invoices have not been received and paid as of this date: i.e. boathouse gas bill and numerous water bills
  - iii. Pool supplies are over as the price of chlorine jumped 63% and it is hard to get because of plant fire in La.
  - iv. Pool payroll is slightly under budget due to higher than normal pool closures due to adverse weather conditions.
  - v. Reported our lawn contract expires at the end of the season. Likely to continue with Michigan Landscape as they are offering to continue the service at the same price with a three year contract.
  
- c. Current Reserve Expenditures
  - i. The Boathouse, North Park and Boat Launch Parking Lots were all crack filled and sealed at a cost of \$7,483.33.

## **7. Unfinished Business**

- a. Light pole reimbursement – was received in full.
- b. Tennis court policy – Manager Hall states the new policy is working well. The board may look at automating this process next year.
- c. Security Measures
  - i. Directors of sub associations are authorized to sign a trespassing citation issued by a Novi police officer. Director Dolin made a motion and Director La Fevre 2nd the motion; all approved.
  - ii. Director Pfeiffer made a motion to set up an ad hoc committee to research the camera surveillance system on the master association properties. The motion was approved. Director Bhatti and Bartlett offer to join.
  - iii. Additional signage is on order.
- d. Enhance Drakes Bay Landscaping – Manager Hall states bids are still being taken to address both sides of the entrance at Drakes Bay and Wixom Rd.
- e. Capital Work to be considered for this year:
  - i. Boat launch gate was installed/ Boulders are forthcoming to be placed on each side of the gate.
  - ii. The Boathouse is going to be repainted and rotted wood replaced in the next 30 to 45 days.
  - iii. The parking lots were all cracked fill, sealed and stripped.
  - iv. The discussion about adding a basketball court: Director Valade made a motion to table this project for further discussion next year due to the number of projects and capital outlay this year. Director Barlett seconded the motion with all members in favor.

## **8. New Business**

- a. Andrew LeFevre volunteered to be the new secretary for the Master Board.
- b. Boathouse Rental - The board agreed to increase the first hour rental to \$150.00 which will be used to offset the expense for additional clean up between each event.
- c. Pool Wages - will be discussed at a later board meeting.
- d. North Park Gazebo deck will need to be replaced in 2022.
- e. Landscaping work is needed on Wixom Rd pulling dead shrubs and consolidating beds.
- f. Part time maintenance worker for spring/ summer of 2022 – Manager Hall would like to hire maintenance worker at 3 days a week for 6 hours per day during the busy part of the year (spring and summer). He thinks that having a person on a regular schedule will allow for better service and consistency. Director Valade made a motion proceed with Manager Hall’s proposal and Director Dolin seconded the motion.

## **9. Management Report**

- a. Boat Registration – Manager Hall reported nearly 100 keys have been distributed to homeowners with many having kayaks who do not live on the lake.
- b. Pool Umbrellas - Manager Hall will look into getting wind sails permanently placed on the pool deck as the umbrellas break easily with high wind gusts.

## **10. Member Roundtable**

- a. Director Bartlett mentioned the Woods is undergoing heavy pruning enhance their sub association.
- b. Director Dolin mentioned that they are having a hard time keeping their waterfall operation
- c. Director Pfeiffer mentioned that the Master Association website should include the balance sheet, income statement, reserve study and BOD Meeting Minutes. In addition Director Dolin suggested that the Master Association Insurance Policy be posted as well. A target date for completion of mid- October was established.

## **11. Adjournment**

Vice Pres. Dolin moved to adjourn and Director Pfeiffer seconded to adjourn the meeting. The motion was unanimously approved. There being no further business, President Valade adjourned the meeting at 7:07 pm