

**Island Lake of Novi
Board of Directors
Meeting Minute
Wednesday Oct 27, 2021
5:00 pm**

1. Call to Order

President Valade called the meeting to order at 5:05pm at the ILON Boat House. Present were Directors Dolin – Vineyards, Kumrow V.P., Arbors, Pfeiffer – North Bay, Moseley – South Harbor, Valade - Orchards, Verma – Shores, Bartlett – Woods and Mr. Hall – Community Manager. Felch – Preserves (Arrived at 6:25pm). Carl Kumrow sat in for Director Lefevre

2. Approval of the Agenda

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

3. Approval of prior Meeting Minutes

Director Dolin moved and Director Mosley seconded to approve the Minutes from the July 29th Meeting. The motion was unanimously approved.

4. Community Forum

- a) Elliot Milstein - North Bay President, ellmilstein@yahoo.com
 - i. Stated that the North Bay association has been struggling with the Planning Commission regarding the tree requirement.
 - 1. Director Verma asked for a write up of the issue and stated that he has a strong connection with the commission and will help if possible.
 - ii. Stated a willingness to volunteer to help put together an operation manual for the community.
- b) Mark Campbell – North Bay board member present to observe.

5. Interim Action by the Board

- a) No interim action.

6. Financial Report

- i. Bill Pfeiffer update Financials status
 - a. Financial Statements were distributed.
 - b. \$2000 in open Receivables for initial contribution payments
 - i. Initial contributions are on track to exceed the 2021 budget by \$13,000. This is due to a large increase in home sales.

- c. Reserve Forecast is showing a net loss.
 - i. Director Pfeiffer recommends following the reserve study and increasing the reserve funding by \$5,600.
- d. Presented a memo from OWENS & STRUSSIONE, P.C.
 - i. Specifically noted IRS Revenue Ruling 70-604 regarding the carryforward of any membership loss.
 - 1. Directors were questioning the specifics of implementing this. Does the carryover have to be transferred to reserve? Can it be carried over in the operating account?
 - 2. Director Dolin motioned to table discussion for research and Director Verma seconded. Motion was unanimously approved.
 - a. AAM will look into these questions and report back on 11/10/2021.
- e. Recommends transferring an additional \$33,000 to reserve to satisfy accounting concerns around too much money in operating.
 - i. Dolin points out that there is not a “need” to have more money put in reserve and that money in operating is easier to use when needed due to reserve fund restrictions.
 - ii. How much money should stay in the operating account? Currently over \$100,000.
- ii. Ron update expenses
 - a. Janitorial Cost was over budget due to Covid.
 - b. Irrigation was over budget due to timer damage.
 - c. Building Security was over budget due to needed software/hardware repairs.

7. Unfinished Business

- a) Executive Board: we still need to have a volunteer to be the Secretary
 - i) Director Dolin motioned to hire someone to take minutes and Director Verma seconded. Approved unanimously.
 - ii) Director Bartlett volunteered for the Secretary position.
 - 1) Dolin motioned and Verma seconded. Unanimously approved.
- b) Landscaping - Drakes Bay entrance Lift Station
 - i) Manager Hall obtained a bid to hide it. The bid was \$3,500.
 - 1) Any plan must be reviewed by the municipality.
 - ii) Director Verma brought up additional items.
 - 1) Black hose pipe has been sticking out near the sign at Drakes Bay.
 - 2) All entrances (11 total) could be looked at for improvement.
 - 3) Would like to have bids presented for entrance improvements
 - (1) Manager Hall will come up with some preliminary ideas.
- c) 2022 Budget needs to be reviewed and approved
 - i) Budget was discussed. Items to note were:

- 1) Assessments will not be changed.
- 2) Slight increase in reserve contribution.
- 3) Pool Attendant line was lowered.
- 4) Lake Expense has gone down.
 - (1) It was noted that Oakland County has requested access to test the lake.
- 5) Security Budget has been increased to \$5000.
 - (1) Increase is intended to cover additional cameras or monitoring that may be needed..
 - (2) Director Verma would like to implement a fully monitored system in the summer of 2022.
 - (3) The additional budgeted funds are not to be spent without a proposal being presented to the Board.
- 6) There were two line items for mulch.
 - (1) The lines are “Commons” and “Trails”.
 - (2) Was discussed combining them into one budget line and replacing mulch every other year.
 - (3) Manager Hall will obtain mulch pricing by 11/10.
- 7) Holiday Lighting
 - (1) Director Verma would like more lighting put up each year.
 - (a) The lack of a power source for additional lights makes them very difficult.
 - (2) Lighting of the Boathouse was discussed.
 - (a) Manager Hall will get pricing by 11/10.
- ii) Director Dolin motioned to table the budget vote until 11/10 and Director Mosley seconded. Unanimously approved.

8. New Business

- a) Director Valade proposes to have Bruce Thomson work with Ron Hall to establish an Operations Manual for the community to establish a contingency plan for the neighborhood at a cost of \$400 per month.
 - i) After discussion Director Dolin motioned to hire AAM to work with Ron for three months to create a manual. Director Felch Seconded. Approved Unanimously.
- b) Solar panel update
 - i) Director Verma stated that the cost of installing a completely solar panel roof at his home was estimated to be \$55,000 (after all discounts). He is having another assessment done as well.
- c) Generator update
 - i) Director Verma purchased a Generac Generator.
 - 1) Stated that Generac is seeing significant delays in obtaining materials but have adapted to the situation well. In addition they have a very good website that is easy to use.

- d) Roads update
 - i) Director Verma was informed that Drakes Bay and Island Drive were planned to be replaced with asphalt. He clarified that the roads should be concrete.
 - ii) The planner will review the site again and stated that the cost of concrete is much higher so both roads may not be done but that there is money in the budget for at least one concrete road.
 - 1) The Board would like to know how long it will be till both roads done if concrete.
- e) Snow Plowing Map
 - i) Director Dolin presented an updated snow plowing map that includes add-ons that need to be done.
 - ii) Director Dolin motioned to approve the updated map. Director Pfeifer seconded. Approved unanimously.

9. Management Report

- a) Wixom road Landscaping several bushes were remove and other were added to give the road a more uniform look at a cost of \$8500.00
- b) Dock removal
 - i) Docks are being removed by “Tom”. who handles several individual IL owners. The owner of Dennis Docks passed away suddenly.
- c) Boat Launch Parking lot
 - i) Once all boats are out the lock will be changed. Keys will change every year.
 - ii) Three boats left.
 - iii) In order to get new keys. The old keys must be returned to Manager Hall or pay \$20.

10. Member Round Table

- a) No discussion

11. Adjournment Director Dolin made a motion the adjourn the meeting at 7:35pm Director Verma second.