

**HARVEST RUN PHASE I & II HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
FEBRUARY 16, 2012**

**CALL TO ORDER:**

The meeting was called to order at 6:36 PM. Board Members present were Lee Ellis, Dan DeCoster, Mike Gleason, Warren Carter and Navin Patel. Kevin O'Donnell was not present. Representing Northwest Property Mgmt. was Janice Reinhardt.

**FINANCIAL REPORT:**

Janice gave a summary of the financial statements as of December 31, 2011. Upon a motion duly made by Warren and seconded by Navin, all Board Members present approved the financials as presented.

**ASSOCIATION BUSINESS:**

Board President Resignation – Due to the sale of his home, Tom Allen submitted his resignation from the Board of Directors. Tom served on the Board for many years, and was very active in the Harvest Run community. A discussion took place about thanking Tom for all his hard effort by purchasing a gift to show him the Association's appreciation. Upon a motion made by Mike, and seconded by Lee, all Board Members present approved purchasing a \$100.00 gift card, which would be funded from the Administrative Expense budget.

Selection of Officers - After much discussion, Warren made a motion to elect Lee as President, Dan as Treasurer, and Mike as Secretary. This motion was seconded by Navin, and all Board Members present approved the motion.

Board Member Vacancy - There was still one open position on the Board of Directors, and Cory Helm expressed her interest in serving on the Board. Upon a motion duly made by Lee, and seconded by Warren, all Board Members present approved the appointment of Cory Helm as a Director on the Board.

Privacy Fence Maintenance - A discussion took place about the privacy fences along Huntley Road, that border Lots #892-929, 1229 and 1235. During the development of the property, the Homeowners who purchased these lots were given the option of installing a privacy fence at the back of their lot, at their cost. Once installed, the maintenance of the fences would become the responsibility of each Homeowner who installed a fence on their lot.

Currently, a section of the fence behind 929 Harvest Circle is down, due to damage from a wind storm. The Owner of the fence is in the process of having the section (s) reinstalled.

The Board Members expressed concern that future Homeowners of these lots might not be made aware that they were responsible for the maintenance of the fence, and/or would want to remove the fence. It was agreed by all Board Members present that an amendment to the Rules should be made stating that the Homeowners on these lots were responsible for the maintenance of the fence, and that the fence could not be permanently removed. Janice will draft an amendment and

mail to all the Homeowners to review. The Amendment will then be adopted at the next open Board meeting.

Website - Warren designed and activated a new website at [harvest-run-hoa.org](http://harvest-run-hoa.org), and purchased the domain name for \$9.99 per month. Warren presented handouts to everyone and explained the contents and format of the site. The site will include the Associations' Covenants, Newsletters, Minutes, Financials, Budget, Assessment Policy, Board and Management contact information, etc. The site is up and running and Warren will continue to update it with pertinent information, as needed. A notice will be mailed to all Owners to inform them of the new site.

CICA Act - Janice gave all the Board Members a copy of the CICA Act, Public Act 096-1400. This Act went into effect August of 2011 and applies to all Townhome and HOA Associations. The Act is an extension of the ByLaws and must be followed. One change that will affect the Association is that the Act requires four open Board meetings each year. Upon a motion made by Dan, and seconded by Mike, all Board Members present approved following the Act and acknowledging its' existence. Four open Board meetings will also be held annually.

**ADJOURNMENT:**

Upon a motion duly made by Dan and seconded by Warren, all Board Members present approved adjourning the meeting at 7:50 PM.

Respectively Submitted,  
Janice Reinhardt  
Property Manager