

Ada Moorings Condo Association

Agenda for September 12, 2023 AMCA Board Meeting – 8:15 PM

I. Attendance

A. **Present:** H. Link, S. Mulchay, D. Wartko, D. Coulombe & R. Sottile, S. Lopofsky, J. Yost

B. **Absent:**

C. **Villas Representatives** (non-voting): I. Diepholz

D. **Others:**

II. Approval of prior meeting minutes

A. **Action required** – S. Lopofsky to post minutes to website

III. Treasurer’s Report and Related Items

A. Balance Sheet (prepared by J. Yost)

Ada Moorings Condo Association
Balance Sheet
As of September 12, 2023

		Sep 12, 23
ASSETS		
Current Assets		
Checking/Savings		
Checking 653542696		95,345.03
Savings 2942185113		21,007.00
Total Checking/Savings		116,352.03
Accounts Receivable		3,370.00
Total Current Assets		119,722.03
TOTAL ASSETS		119,722.03
LIABILITIES & EQUITY		
Equity		119,722.03
TOTAL LIABILITIES & EQUITY		119,722.03

Accounts	
ADA MOORINGS CONDO ASSOC Total available balance \$116,352.03	
BUS COMPLETE CHK (...2696) > Transfer money More	
\$95,345.03 <small>Available balance</small>	<small>\$95,345.03 Present balance</small> <small>\$21,007.00 Available credit</small>
CHASE BUS TOTAL SAV (...5113) > Statements More	
\$21,007.00 <small>Available balance</small>	<small>\$21,007.00 Present balance</small>

B. Dues collection sent to homeowners February 24, 2023. As of August 18, 2023, dues collection as follows:

1. 143 homeowners are paid in full
2. 6 homeowners are on a payment plan and paying as scheduled

3. 2 homeowners past due (late notice letters mailed on May 25, 2023)
 - a. **Action required** - J. Yost to draft second letters and S. Mulchay to mail
 - b. **Action required** - J. Yost to begin lien process

C. Budget Vs. Actual (prepared by J. Yost) –

Ada Moorings Condo Association
Profit & Loss Budget vs. Actual
 January through September 2023

	Jan - Sep 23	Budget	\$ Over Budget
Ordinary Income/Expense			
▶ Income	113,797.30	113,250.00	547.30
Gross Profit	113,797.30	113,250.00	547.30
Expense			
Expenses			
Administrative			
Accounting/Audit	0.00	2,000.00	-2,000.00
AMRC Administrative	1,389.46	1,389.46	0.00
Bank Fees	10.00	16.00	-6.00
Legal share	0.00	900.00	-900.00
Office Supplies	0.00	300.00	-300.00
Postage/Fax/Copy	89.61	250.00	-160.39
State of MI Nonprofit Fi...	0.00	20.00	-20.00
Website	72.00	162.00	-90.00
Total Administrative	1,561.07	5,037.46	-3,476.39
Common Area			
Entryway Maintenance	9,015.66	9,015.65	0.01
Island Maintenance			
Bark/Mulch	1,610.00	1,700.00	-90.00
Lawn Maintenance	5,942.49	4,944.00	998.49
Water Reimburseme...	0.00	1,347.87	-1,347.87
Total Island Maintenance	7,552.49	7,991.87	-439.38
Pond Maintenance	974.46	300.00	674.46
Tot-Lot Share	1,811.10	1,900.00	-88.90
Total Common Area	19,353.71	19,207.52	146.19
Insurance Expense Share	1,440.00	1,440.00	0.00
Road Repair	61,210.72	61,210.71	0.01
Snow Plowing	13,796.76	13,796.76	0.00
Trash Disposal	21,336.30	21,336.30	0.00
Total Expenses	118,698.56	122,028.75	-3,330.19
Total Expense	118,698.56	122,028.75	-3,330.19
Net Ordinary Income	-4,901.26	-8,778.75	3,877.49
▶ Other Income/Expense ▶	2.64 ◀	0.00	2.64
Net Income	<u>-4,898.62</u>	<u>-8,778.75</u>	<u>3,880.13</u>

IV. Pending and Completed Sales

- A. 7768 Thornapple Club Dr. closed 9/12
- B. Board is not aware of any active listings within AMCA.

V. AMRC - Road Updates

- A. Phase 5 project complete
 1. Budget v. actual – waiting for final billing from M&B. Expect soon
- B. Status of 2022 punch list items
 1. One remaining issue
 2. **Action Required** – J. Yost to obtain quote for repair

- C. Front entry bump removal
- D. Status of 2025 phase 6 quotes
- E. Status of upcoming winter snow removal contract?

VI. Action Items from Prior Meeting(s)

- A. Path connecting AMN and AMCA
 - 1. Former board member Ben Rottschafer has been in contact with Eastbrook and the Township to determine ownership of path
 - 2. Township’s position is that township is not responsible for upkeep of path
 - 3. Eastbrook’s position is that the path was installed per requirement from the township, and therefore township is responsible
 - 4. Ben has discussed with lawyer who wrote the original master deed, whose recommendation was to review township meeting notes from 2004/2005 for clues
 - 5. Ben has requested notes (since they are not retained on the township website) and has not heard back yet
 - 6. **Action required** – D. Wartko to stay in contact with Ben regarding updates, and present new findings to the board
- B. Creation of general documentation via google docs to detail documents that should be cloud based. Letter Templates (i.e. Late dues, complaint response, Agenda, instructions, etc.).
- C. At annual meeting, residents voted to perform third party audit of AMCA finances
 - 1. **Action required** – J. Yost to follow up on status of audit
- D. Dogwood Meadows cul-de-sac landscaping
 - 1. Request for AMCA board to replace dead landscaping in large common area (deer damage)
 - 2. **Action required** – need board member volunteer to contact landscaper and obtain quote
- E. Concerns about dead trees around front entry
 - 1. AMCA board has asked that TCCA investigate cost of removing dead trees in the entry. J. Yost emailed TCCA on May 30, 2023
 - 2. TCCA indicated that they are researching quotes for tree removal
 - 3. D. Wartko followed up with TCCA 9/4 with no response
 - 4. **Action required** – D. Wartko to continue to follow up with TCCA

VII. New Business

- A. None

VIII. Website – N/A

IX. Complaints

- A. None

X. Open Forum

XI. Next AMCA Meeting

XII. Adjournment -