

# Stone Ridge Condominium Association

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## Minutes of the Board of Directors Meeting

Open Session

May 17, 2021

Association Clubhouse

The regular board meeting of the Stone Ridge Condominiums at the clubhouse.

### IN ATTENDANCE:

Board Members: Jeremy Koscielny, Matt Jourden, Mike Pavlichek, Chris Bandy, Mike Chevrette.  
Dawn from Leadership Management (LM)

Meeting was called to order by President Jeremy Koscielny at 6:00 PM

### OPEN CO-OWNER FORUM

1.1

### RECURRING BUSINESS

2.1 Minutes of 4.22.2021 – Open Board Meeting - accepted

2.2 Financial Statements – final statements from LM for April 2021 - accepted

a. Balance sheet

b. Check register

c. Deposit register

d. Budget comparison report

e. Bank statements and reconciliation

2.3 Treasurers Report. – none

2.4 Management Report - none

### COMMITTEE REPORTS

3.1 none

### UNFINISHED BUSINESS

4.1 Web site – no update

# Stone Ridge Condominium Association

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- 4.2 Site meeting with lightening – Jeremy and Mike P met and went over concerns and items to add for new quote
- 4.3 Clubhouse Cable – Service person to come out and survey where to get cable from for building
- 4.4 Clubhouse flooring – Mike C has samples and will adjust quote for hallway.
- 4.5 Clubhouse interior painting – waiting for quotes
- 4.6 Reserve study quotes – Motion Mike P. second Chris to accept Building Reserves quote and approved cutting check for deposit.
- 4.7 Sidewalk repair quotes – Dawn getting quotes from list Mike P sent her
- 4.8 Street sign quotes – discussed different posts for signs and Dawn looking for sign company
- 4.9 WWTP status updates to be completed – Dawn reported that Highland has not returned her calls yet
- 4.10 Playground equipment quotes – waiting for quotes
- 4.11 Complex clean up date - postponed
- 4.12 Entrance sign quotes – Dawn presented quote from one company and looking for more
- 4.13 Tree trimming – to adjust quote to firm up what's requested
- 4.14 Pond service contract – approved for The Pond Guys this year and for Dawn to pay contract

## **NEW BUSINESS**

- 5.1 Deer repellent for entrance – Dawn to get quotes
- 5.2 Gas shut off notice at Well house – Dawn fixing billing address
- 5.3 Board issues not on agenda – Modifications being done without approvals, and fishing at pond that Board cannot limit use of common elements around pond

**MOVED TO EXECUTIVE SESSION AT: 7:08 PM**

**RETURNED TO OPEN SESSION AT: 7: 20 PM**

**REVIEW ACTION ITEM LIST**

**ADJOURNMENT**

Meeting was adjourned at 7:28 PM

Respectfully submitted by Mike Pavlichek, Secretary

# Stone Ridge Condominium Association

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## DRAFT Minutes of the Board of Directors Meeting

Open Session

June 21, 2021

Association Clubhouse

The regular board meeting of the Stone Ridge Condominiums at the clubhouse.

### IN ATTENDANCE:

Board Members: Jeremy Koscielny, Matt Jourden, Mike Pavlichek, Chris Bandy, Mike Chevrette.  
Dawn from Leadership Management (LM)

Meeting was called to order by President Jeremy Koscielny at 6:00 PM

### OPEN CO-OWNER FORUM

1.1 Co-owners brought up concerns of pond level, power outages and kids on motor bikes.

### RECURRING BUSINESS

2.1 Minutes of 5.17.2021 – Open Board Meeting - accepted

2.2 Financial Statements – final statements from LM for May 2021 - accepted

- a. Balance sheet
- b. Check register
- c. Deposit register
- d. Budget comparison report
- e. Bank statements and reconciliation

2.3 Treasurers Report. – none

2.4 Management Report - none

### COMMITTEE REPORTS

3.1 none

### UNFINISHED BUSINESS

4.1 Web site – clubhouse calendar is up and running, Reports to pose, income statement, budget and balance sheet.

4.2 Lightning quote for extras, additional mowing areas and dead shrub removal

# Stone Ridge Condominium Association

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- 4.3 Clubhouse Cable – underground is done waiting for inside hook up
- 4.4 Clubhouse flooring – Mike C has samples and will adjust quote for hallway.
- 4.5 Clubhouse interior painting – project on hold
- 4.6 Reserve study - Dawn is sending requested info
- 4.7 Sidewalk repair quotes – waiting for quotes
- 4.8 Street sign quotes – approved for LM to install
- 4.9 WWTP status updates to be completed – Dawn reported that Highland has not returned her calls yet same as last month
- 4.10 Playground equipment – basketball posts approved via email vote, rest of playground project on hold
- 4.11 Entrance sign – Dawn to get designs but project put on hold
- 4.12 Tree trimming – Dawn getting quotes, Jeremy will meet with vendor
- 4.13 Pond service contract – email approved and done
- 4.14 Deer repellent at entrance for plants – LM completed

## **NEW BUSINESS**

- 5.1 Pond fountain or bubbler, Matt motioned and Mike P second for the bubbler, approved
- 5.2 Pond level correction – Dawn will get quotes for well drilling to fill pond, rains may help
- 5.3 Board issues not on agenda – Suggestion for weekly food trucks at clubhouse, Melissa to organize - approved

**MOVED TO EXECUTIVE SESSION AT: 7:20 PM**

**RETURNED TO OPEN SESSION AT: 7:42 PM**

**REVIEW ACTION ITEM LIST**

**ADJOURNMENT**

Meeting was adjourned at 7:43 PM

Respectfully submitted by Mike Pavlichek, Secretary

# Stone Ridge Condominium Association

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## Minutes of the Board of Directors Meeting

Open Session

July 19, 2021

Association Clubhouse

The regular board meeting of the Stone Ridge Condominiums at the clubhouse.

### IN ATTENDANCE:

Board Members: Jeremy Koscielny, Matt Jourden, Mike Pavlichek, Chris Bandy, Mike Chevrette.  
Dawn from Leadership Management (LM)

Meeting was called to order by President Jeremy Koscielny at 6:01 PM

### OPEN CO-OWNER FORUM

1.1

### RECURRING BUSINESS

2.1 Minutes of 6.21.2021 – Open Board Meeting - accepted

2.2 Financial Statements – final statements from LM for June 2021 - accepted

a. Balance sheet

b. Check register

c. Deposit register

d. Budget comparison report

e. Bank statements and reconciliation

2.3 Treasurers Report. – none

2.4 Management Report - none

### COMMITTEE REPORTS

3.1 none

### UNFINISHED BUSINESS

4.1 Web site – no update

# Stone Ridge Condominium Association

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- 4.2 Site meeting with lightening – Waiting for quote
- 4.3 Clubhouse cable – Dawn will update this week
- 4.6 Reserve study status – To meet with Board on Aug 3, 2021
- 4.7 Sidewalk repair – Dawn to follow up with owners
- 4.8 Street sign status – Mike C motion Chris 2<sup>nd</sup> to have Leadership to install – approved. Tom to get Trex quotes for post sleeves.
- 4.9 WWTP update status – Dawn said that they haven't gotten back with her yet.
- 4.11 Entrance sign – put on hold
- 4.12 Tree trimming status – received quotes - Matt motioned Chris 2<sup>nd</sup> to accept quote for \$7000.00 approved, to start in August
- 4.13 Food truck status – after a false start there were truck issues but is going okay

## **NEW BUSINESS**

- 5.1 Pond bubbler – to be installed this week
- 5.2 Pond level well status – waiting for quotes
- 5.3 Board issues – fertilize trees, remove shrubs in front of clubhouse, Bylaw meeting date August 2, 2021

**MOVED TO EXECUTIVE SESSION AT: 7:15 PM**

**RETURNED TO OPEN SESSION AT: 7: 22 PM**

**REVIEW ACTION ITEM LIST**

**ADJOURNMENT**

Meeting was adjourned at 7:25 PM

Respectfully submitted by Mike Pavlichek, Secretary

# Stone Ridge Condominium Association

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## Minutes of the Board of Directors Meeting

Open Session

August 19, 2020

Association Clubhouse

The regular board meeting of the Stone Ridge Condominiums at the clubhouse.

### IN ATTENDANCE:

Board Members: Ken Thiel, Jeremy Koscielny, Matt Jourden, Mike Pavlichek, Chris Bandy

Meeting was called to order by President Ken Thiel at 6:00 PM

### OPEN CO-OWNER FORUM

1.1 none

### RECURRING BUSINESS

2.1 Minutes of 7.21.2020 – Board Meeting - accepted

2.2 Financial Statements - non available from KT

- a. Balance sheet
- b. Check register
- c. Deposit register
- d. Budget comparison report
- e. Bank statements and reconciliation

2.3 Treasurers Report. – none

2.4 Management Report - none

### COMMITTEE REPORTS

3.1 WWTP

### UNFINISHED BUSINESS

4.1 Management issues – discussed

4.2 Paint clubhouse, well house, WWTP, shed and wood repair received estimates from All State Painting - \$10,030.00, MacFarland - \$8,465.00 and Gaffer Painting - \$9,000.00. Motion Mike for MacFarland – approved Mike will forward quotes to KT for deposit check of \$2793.45.

4.3 Selling of Common Areas - no attorney response yet

4.4 Mowing bowl area across from park – waiting price from Lightning – no action

4.5 Street signs, Mike supplied prices but is to look for custom signs too.

### NEW BUSINESS

5.1 Annual meeting topics, storage of board and trailers

5.2 Cell tower – Motion Chris, 2<sup>nd</sup> Jeremy to pursue possibility, approved

5.3 Board issues - Electric issue at clubhouse – requested repair from KT – no action, Clubhouse cleaning – requested quotes from KT – no action, Exterminator for clubhouse Ken to put request in to KT with the exterminator company - done

# Stone Ridge Condominium Association

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**MOVED TO EXECUTIVE SESSION AT: 7:00 PM**

**RETURNED TO OPEN SESSION AT: 7:31 PM**

**REVIEW ACTION ITEM LIST**

**ADJOURNMENT**

Meeting was adjourned at 7:35 PM

Respectfully submitted by Mike Pavlichek, Secretary



# Stone Ridge Condominium Association

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## DRAFT Minutes of the Board of Directors Meeting

Open Session

October 19, 2020

Association Clubhouse

The regular board meeting of the Stone Ridge Condominiums at the clubhouse.

### IN ATTENDANCE:

Board Members: Ken Thiel, Jeremy Koscielny, Matt Jourden, Mike Pavlichek, Chris Bandy. Dawn from Leadership Management (LM)

Meeting was called to order by President Ken Thiel at 6:00 PM

### OPEN CO-OWNER FORUM

1.1 Todd commented about new paint on building and how good it looked. Augustus and Dawn Sherwin discussed how difficult and long it was taking to get modification approved – postponed discussion of modification to executive session.

### RECURRING BUSINESS

2.1 Minutes of 8.19.2020 – Board Meeting - accepted

2.2 Financial Statements – final statements from KT 9.30.2020

- a. Balance sheet
- b. Check register
- c. Deposit register
- d. Budget comparison report
- e. Bank statements and reconciliation

2.3 Treasurers Report. – none

2.4 Management Report - none

### COMMITTEE REPORTS

3.1 none

### UNFINISHED BUSINESS

4.1 Bylaw revision – Jeremy reported Master Deed received but he is waiting for attorney to send the Bylaw portion for review.

4.2 New web site search – Matt – Matt to work with Dawn LM to set up web site through LM.

4.3 Street Signs – Mike – discussed painting entrance sign and street name signs with club house colors and to replace entry stop sign with galvanized post and new signs to see how it looks. Motion Chris, 2<sup>nd</sup> Jeremy – approved

4.4 Management issues – tabled for new business

4.5 Selling of Common Areas – Jeremy – opinion from attorney was received, reviewed and discussed. Suggested to make issue an Annual Meeting topic – approved

4.6 Mowing of bowl area across from park – Matt - to be discussed in the spring

# Stone Ridge Condominium Association

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4.7 Cell tower update – Mike – received proposal from Communication Consulting Group (CCG) to approach Spectrum for easement use payments. Discussed and motion by Chris, 2<sup>nd</sup> by Jeremy to accept and request contract from Spectrum for final approval – approved. Once received Mike to send out for review and email vote. Status of cell tower is still pending completion of research by CCG.

4.8 WWTP items to complete – Chris – Chris made update and to get with Dawn LM to go over issues and contact Highland as to status.

## **NEW BUSINESS**

5.1 Leadership Management questions/processes/directions for club house, reporting, modifications, contract: fertilizations, lawn mowing, water treatment. Discussed how LM will be processing different items.

5.2 Painting punch list – Mike requested that Board Members inspect painting job on the well house, clubhouse and WWTP and let him know if there are any issues that need to be addressed prior to payment.

5.3 Annual Meeting – date and agenda, terms ending are Ken and Chris. – discussed and decided to schedule for January, exact date TBD.

5.4 2021 Budget – briefly discussed, Mike to get with LM to review prior to presenting to Board.

5.5 Pump house roof repair – Dawn LM to get roofers to inspect and quote, Mike, Chris and Jeremy are available during day to meet them.

5.6 Flowers in lawn contract not done – Dawn LM to contact Lightning to get credit and apply to brush hogging.

5.7 Brush hogging – discussed – Dawn LM to contact Lightning to find out when is will be done.

5.8 Sprinkler winterization – discussed and Chris reported that Michigan Irrigation misunderstood service change and will be winterizing soon.

5.9 Board issues – pond fountains – Mike said they are to be removed soon, Lightning missed mowing park area Dawn LM to contact them, club house cleaning Dawn LM to get quotes for deep cleaning

**MOVED TO EXECUTIVE SESSION AT: 7:47 PM**

**RETURNED TO OPEN SESION AT: :8:15 PM**

**REVIEW ACTION ITEM LIST**

**ADJOURNMENT**

Meeting was adjourned at 8:17 PM

Respectfully submitted by Mike Pavlichek, Secretary

# Stone Ridge Condominium Association

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## Minutes of the Board of Directors Meeting

Open Session

October 18, 2021

Association Clubhouse

The regular board meeting of the Stone Ridge Condominiums at the clubhouse.

### IN ATTENDANCE:

Board Members: Matt Jourden, Mike Pavlichek, Chris Bandy, Mike Chevrette. Via phone Jeremy Koscielny. Dawn from Leadership Management (LM)

Meeting was called to order by President Jeremy Koscielny at 6:00 PM

### OPEN CO-OWNER FORUM

1.1

### RECURRING BUSINESS

2.1 Minutes of 6.21.2021 – Open Board Meeting - accepted

2.2 Financial Statements – final statements from LM for September 2021 - accepted

2.3 Treasurers Report. – none

2.4 Management Report - none

### COMMITTEE REPORTS

3.1 none

### UNFINISHED BUSINESS

4.1 Web site – no update

4.2 Clubhouse cable – completed – WIFI login bridgetype257

4.3 Reserve study status – should have by November meeting

4.4 Sidewalk repair – Dawn waiting for quotes

4.5 Street sign status – Dawn said they will start next week.

4.6 WWTP update status – Dawn still waiting for Highland to get back.

4.7 Tree trimming status – done with extra removal from storm damage

4.8 Bylaws – to set up zoom call with Evan at Makower's office

### NEW BUSINESS

5.1 Lawn mowing quotes Getting revised pricing from Autumn Oaks

5.2 Board issues - pay electric and gas with auto pay – motion Jeremy 2<sup>nd</sup> Mike P – approved, Clubhouse alcohol use – policy to be that renter must get homeowners insurance to cover liability 10803 B request to put up blowup igloo on back patio this winter – Motion Jeremy 2<sup>nd</sup> Chris – approved.

# Stone Ridge Condominium Association

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**MOVED TO EXECUTIVE SESSION AT: 6:47 PM**

**RETURNED TO OPEN SESSION AT: 7: 03 PM**

**REVIEW ACTION ITEM LIST**

**ADJOURNMENT**

Meeting was adjourned at 7:13 PM

Respectfully submitted by Mike Pavlichek, Secretary

# Stone Ridge Condominium Association

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## Minutes of the Board of Directors Meeting

Open Session

November 15, 2021

Association Clubhouse

The regular board meeting of the Stone Ridge Condominiums at the clubhouse.

### IN ATTENDANCE:

Board Members: Matt Jourden, Mike Pavlichek, Chris Bandy, Jeremy Koscielny. Via phone Mike Chevrette.. Dawn from Leadership Management (LM)

Meeting was called to order by President Jeremy Koscielny at 6:07 PM

### OPEN CO-OWNER FORUM

1.1

### RECURRING BUSINESS

2.1 Minutes of 11.15.2021 – Open Board Meeting - accepted

2.2 Financial Statements – final statements from LM for October 2021 - accepted

2.3 Treasurers Report. – none

2.4 Management Report - none

### COMMITTEE REPORTS

3.1 none

### UNFINISHED BUSINESS

4.1 Bylaw revision – Dawn to set up meeting with Evan

4.2 Street sign update – Dawn says that signs are in and will be installed this week

4.3 Reserve study update - Dawn the company is not responding and will continue to try

4.4 2021-2022 lawn and snow contract – Autumn Oaks proposal presented with changes, motion to approve Chris, 2<sup>nd</sup> Jeremy accepted

4.5 Gas and electric billing updates – Dawn said that she contacted DTE and made corrections again and will check that the changes were made and set up with autopay.

4.6 Annual meeting agenda and procedures – Board requested that Dawn book February 16, 2022 for the meeting. Topics will be the financials, budget, beautification. Motion Chris, 2<sup>nd</sup> Mike P, approved

### NEW BUSINESS

5.1 Board issues – Discussed newsletter, Dawn to get paint quotes, correct stop signs, mod requests, trucks dumping in street (to be in co-owners driveway or lawn inside of common sidewalk), coupon books.

# Stone Ridge Condominium Association

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**MOVED TO EXECUTIVE SESSION AT: 6:34 PM**

**RETURNED TO OPEN SESSION AT: 6:52 PM**

**REVIEW ACTION ITEM LIST**

**ADJOURNMENT**

Meeting was adjourned at 7:00 PM

Respectfully submitted by Mike Pavlichek, Secretary