

HERITAGE VILLAGE OF SWARTZ CREEK BOARD OF DIRECTORS MEETING MINUTES

Tuesday November 5, 2024

Meeting Location: Held via Zoom

Call to Order

6:00 PM by Jason Bennett

Roll Call

Board Members Present

Jason Bennett

Sandy Arrastibia

Liz Arndt

Craig Weiershauser

Board Members Absent

Eric Anthony

Leadership Management Representative Present

Melissa Cantey

Residents Present

None

October Meeting Minutes: Motion to approve – Liz Arndt; Seconded by Craig Weiershauser.

Approved by board.

Finance Report – Leadership Management

Association currently has \$9,130 in cash; the First Reserve has a balance of \$37,353. The Second Reserve has a balance of \$12,278. Accounts receivable is \$3,500 and accounts payable has a balance of \$954.

Resident Comments/Issues

None

Board Discussion Items

- a. Accounts receivable is currently \$3,500, which is attributable to delinquencies and fines.
- b. Most of the receivable is from two owners. Melissa will contact an attorney to remit collection letters to these owners, as they have ignored letters sent from Melissa.
- c. Melissa will follow up to determine if we purchased two flags this year and if so, will contact Stan Dungerow and have a board member store the flag for future replacement.
- d. There has been no resident feedback at present regarding the annual dues increase.

- e. The annual lawn maintenance/snow removal contracts were reviewed. The Wistuba contract was the best value. The motion to approve the Wistuba contract was made by Liz Arndt and seconded by Jason Bennett. Unanimously approved by the board.
- f. Lots not owned by the board or the city will be contacted next spring, they will need to mow them appropriately or they will be billed for this service.
- g. The 2025 budget, which was worked on by Liz and Nicole, was reviewed. A motion to approve was made by Sandy Arrastibia, seconded by Craig Weiershauser and unanimously approved by the board.
- h. Melissa is seeking quotes from pond maintenance companies for next year.
- i. Updating the Master Deed, Melissa will seek to find out the cost to correct lot numbers and boundaries.
- j. The front entrance will be decorated with Christmas lights this year.
- k. Jason completed and sent in the filing for the Corporate Transparency Act that was required for the LLC.

[Next Meeting via Zoom:](#)

Tuesday January 7, 2025, at 6 pm.

[Adjournment](#)

Time: 6:37pm. Motion to adjourn was made by Sandy Arrastibia and seconded by Liz Arndt.

