

**Minutes of the Deer Creek Homeowners Association of Livonia
Board of Directors
Held at Diane Tsaprazis's house
March 5, 2019
Approved May 29, 2019**

Present: Denny Behrendsen, Bob Moore, Walt Gerstner, Marsha McLean & Diane Tsaprazis (5).

Minutes: The minutes of January 9, 2019 were approved with no changes.

Treasurer's Report:

- So far in 2019, Denny said that Mike Thiry received dues payments from 94 homes, with one home remitting \$50 and another \$75, plus \$325 in donations from 6 homes. Denny has payments from 2 other homes as well.
- In Terry Millis's absence, she delivered the 2018 checkbook spreadsheet and an income statement showing columns for the 2018 budget, actuals, variances and the proposed 2019 budget and 2020/21 forecasts.
- The year 2018 began with an opening balance of \$6,662.06 and we collected \$17,360 in dues payments and donations. Operating expenses totaled \$14,495.91 and project costs were \$5,377.81. Variances were explained at our 1-9-19 meeting. Our ending checkbook balance at 12-31-18 was \$4,148.34.
- For 2019, we budgeted \$17,000 in revenue from 170 homes (81%) paying \$100 in dues. We made some changes to the budget; revisions were given to Terry after this meeting. Bob Moore said a sign at 8 Mile is not lighting, even after he reset it. Denny said the east side and center 8 Mile GFI needs work. In 2018, we had a lot of irrigation repairs, so we discussed keeping that line item at \$825 and trying to do more of the work ourselves. Walt reported that Metro Grounds gave us a contract for \$6,350 for the interior and exterior island maintenance. Marsha reported that Saxtons quoted us at \$2,220 for 8 Mile plantings and including \$500 each for spring and fall cleanup. For Holiday decorations, we dropped our budget to \$200 as we are very pleased with the additional deer and bulb ornaments we displayed last year. Marsha stated that if we budget only \$4,000 for the Gill Road landscaping, that amount will not be enough for new walls. Bob and Denny said they know a guy that can repair our existing retaining walls. The Bicentennial entrance will not need funds as the new plantings are short enough that we can trim them ourselves, although Marsha questioned if there is edging next to the neighboring grass. We decided we need a \$200 contingency reserve as we may need to pull some new electrical wires at 8 Mile. We propose budgeting \$1,400 for our new website. Denny pointed out that we may have the opportunity to increase revenue. First, we can submit a request to the City for a \$500 grant from either our sign refresh or the website projects. Second, we could send out a second reminder letter to residents for dues

payments. Without any additional revenue, at the end of 2019, we are projecting an ending balance of \$123.

- We made similar changes to our 2020 and 2021 forecasts. We plan to spray the trees every other year and we expect moderate increases in our operating expenses. Major projects are not planned in these years. We expect an ending balance of \$1,758 for 2020, and \$3,433 at the end of 2021.

Website: Denny has done a lot of work to re-create our website; see attached report. We approved his actions and expenditures via emails after our last meeting. Denny secured our new domain name, deercreeklivonia.com, through 1-29-20, with HostGator, along with 3 years of hosting for a total cost of \$233.10. Renewals of the domain name will cost about \$12 each year. Presently, the site is active, but not searchable, and shows only our upcoming annual meeting date. Our web creator is Dave Goward/A1 Computers (davegoward@gmail.com). We have given him a \$375 deposit, with another \$375 due later, plus pages at \$100 each. Denny's email is the contact for HostGator, and he will be the Administrator of the website. Denny and Diane plan to meet at Dave's house on Saturday, March 16th to decide on the design and content. We could later send an email to the homeowners for whom we have email addresses to notify them of the new site. Thank you, Denny!

Welcome Committee: We discussed that there are currently 2 homes for sale, both colonials, one on Wayne and another on Pembroke. Diane will call the realtors to make sure they know about our deed restrictions. We need a new Welcome Committee Chairperson.

Signs: Denny reported that our Gill Road signs can be refreshed and repainted at Sign Stuff, who would like to receive our signs as soon as possible. We discussed who can help remove the signs when the weather warms up a bit.

Annual Letter: Diane mailed the letters, dues coupons with return envelopes and telephone directories on February 9th. The cost was \$301.76, including postage of \$.85 each, copying, envelopes and labels. Diane really misses the help of homeowner Tenley Jackson who printed much of the mailing in past years. Terry was given the extra mailing labels.

Road Repairs: Denny reported that there is a City meeting he will try to attend at the end of March. The topic is the water system which probably doesn't affect us, but Denny may be able to speak to the City Engineer to find out if they can do repairs in our neighborhood in 2019.

Next Meeting: April 4th, Thursday at 7 pm at Diane's house.

Minutes prepared by Diane Tsaprazis

Attachment: Website report prepared by Denny Behrendsen