

# **PHCA Board - Annual Meeting Minutes**

May 10 2011

Board and Staff Present: Art Albin, George Horensky, Alan Sylvester, Joan Dombrowski, Joe Hawver and management representatives and community members

The meeting was called to order at 8:00 p.m. in the clubhouse.

Minutes of the 2010 annual meeting were previously distributed and were approved. Several community members had questions and concerns regarding their agenda packet not being received. Extra copies were made available by the management staff. The agenda was approved by consensus of those in attendance.

Shirley Knapp and Jackie Laparl volunteered to serve as tellers for the election of directors.

## **Independent Accountants' Review Report**

Ed Berry representing Cole Gavlas, PC presented the independent accountants' review report for the year ending December 31, 2010. He noted that the current assets increased to \$359,331 at the end of 2010, a \$33,607 increase over the previous year. He reviewed the activity in the various funds set aside for contingencies, replacements and long-term reserve needs of the community. In summary, there were no material modifications required for compliance with accepted accounting principles. After answering several questions regarding the report, it was accepted as submitted.

## **Treasurer's Report – George Horensky**

For the four months ending April 30, 2011 the net income was significantly higher than budget. Revenue was higher due to revenue earned in the bond/ money market fund. Operating expenses were less than budget in most categories and the net income was \$15,618 above the budget expectation for the year to date. The long-term reserve and the reserve for repair & replacement were both fully funded.

In response to Board concerns regarding potential conflicts, Parkview Hills Management has restructured its operation and is now organized as a maintenance service company separate from its management company. The Board and Parkview Hills Management are hopeful this will generate efficiencies and savings. This arrangement will be evaluated following the mid year when the budget and management plan can be reviewed for any additional changes.

## **Environmental and Architectural Review Committee – Joe Hawver and Mickey Cook**

Joe and Mickey reported on the development of a lakeshore buffer zone from the bridge along Greenleaf Blvd. to the gazebo dock. They discussed the ongoing work of this committee in considering architectural and landscape modifications within the community.

## **Community Relations Committee – Joan Dombrowski**

Joan reviewed a range of events taking place in and around Parkview Hills. The "Spirit Zone" for the 2011 Kalamazoo Marathon was a fun way to show off the community to the public. The

committee is also considering a car wash in June, a special event for the lighting of the holiday lights and National Night Out.

### **President's Message – Art Albin**

#### **Nominating Committee**

Art discussed the nominating process and the mishandling of Cathy Weir's interest in serving on the Board. Incorrect information was distributed to the co-owners and published in the current edition of the Warbler. The Board apologized for these inadvertent errors. In order to avoid confusion with the ballots, many of which were completed through proxies, Cathy graciously volunteered to withdraw her name from consideration, provided she be kept informed on the marketing project in the near future.

#### **Project List Update**

Art gave an update on the many projects completed during the past year, including the 40<sup>th</sup> anniversary celebration, progress with the Prairie Garden, the important work of the Trail Committee and reaching an understanding with the Art Minders. There were improvements made to the fitness center, Parkview Hills was able to coordinate tree removal with the City of Kalamazoo and also receive assistance from the City for cleanup from the big ice storm this winter.

#### **Marketing Committee**

Art reviewed some of the progress being made by the Board and SKP Design in updating the marketing and branding for Parkview Hills. The Board will be providing some feedback to the designers for ongoing revisions to the suggested changes in the logo, lettering and appearance of marketing materials for the community.

### **Resident Comments**

Residents expressed concern about peeling paint in the swimming pool surfaces as well as insufficient drainage of the indoor pool deck. There were concerns regarding the Cherry Creek bridge where a non-slip surface may be a good idea due to slippery conditions when wet. There is some concern about the diversion of traffic from Parkview Avenue to Greenleaf Blvd. during the construction of the walkway along Parkview during the next 2 – 3 months. Attendance at community meetings is encouraged so the Board can get such feedback from residents.

### **Board Election**

The election tellers made their report to the Board, and Art announced that Dave Magerlein was elected to the Board of Directors.

Submitted by:  
Alan Sylvester  
Board Secretary