

## Finance & Legal Committee Minutes

January 10, 2026 (Saturday)

10:30 am on TS Zoom Room

**MEMBERS:** Julie, Laura, Lesli, Nigel, Robyn, Rusty, Stan, Wendy

**PRESENT:** Jack, Julie, Kathy, Laura, Lesli, Nigel, Robyn, Rusty, Stan

### AGENDA

Item	Presenter	Type	Time
1. Housekeeping (Check in)		Discussion	5 mins
2. <i>Approve</i> last regularly scheduled Meeting's Minutes <ul style="list-style-type: none"><li>• <a href="#">2025-12-07 Finance &amp; Legal Minutes</a></li></ul>	All	Decision	1 mins
3. F&L representation at Steering	Laura	Discussion	5 mins
4. Garage Assessment Status <ul style="list-style-type: none"><li>a. Phase 1</li><li>b. Phase 2</li></ul>	Laura / Robyn/ Julie	Update / Discussion	10 mins
5. Draft: Garage Ownership Policy & Procedure	Robyn	Review / Discussion	10 mins
6. Contract for Facilitation - Status	Lesli / Laura	Status Update	5 mins
7. Status EV Charger Project Status <ul style="list-style-type: none"><li>a. Status update on signing</li></ul>	Lesli	Status / Update	2 mins
8. Water Usage & Management Presentation to Community at Plenary	All	Discussion / Update	5 mins
9. Review Draft of a Procedure for Enforcing Agreements, Bylaws, etc.	Lesli	Discussion	10 mins
10. Document retention schedule	Lesli	Status / Update	10 ;mins

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11. Solar Policy & Current Solar Requests for F&L Review	All	Status / Update	5 mins
12. Phase 2 Units Special Assessment Increase a. Needs champion to bring to community to consider waiving b. More complex to determine payoffs/new amount with increased interest rate	Laura / Lesli	Status / Update	1 mins
13. MAFs - Any Arrears to Report? a. New MAF amounts for 2026	Julie / Lesli	Update / Status	1 min
14. Bank Balances (See table in minutes)	Laura	Standing -Information	1 min
15. Any Other Business a. Meals program use of a Paypal card?	All	Standing	3 mins

### Minutes

- The [2025-12-07 F&L Minutes](#) were approved

### Steering Representation

- Lesli agreed to attend Steering meetings to represent the Finance committee. Laura has re

### Facilitation Training Contract

- Rick let us know that the contract is on hold for further consideration.
- The contract was reviewed and approved by Lesli as to form.

### EV Chargers

- The EV Charger contract with Current Charging has been signed by Touchstone, and given to Jack, as project manager, to obtain Current Charging's signature. EGLE, the State agency that is managing the grant program, suspended the program at the beginning of the holiday season. We processed the contract so that Current Charging will be ready to submit an application once the program is restarted.

### Enforcement Procedure

- Lesli is drafting a procedure that is based on the Non-operational Vehicle procedure.

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- Lesli will distribute to F&L for review for the February F&L meeting.
- [Draft Agreements, Master Deed, and Bylaws Enforcement Procedures](#).

### **Water Management**

- Next step is to take a slide deck presentation to Plenary about what our options are to manage water prices and equity.
- A workgroup has formed of Steve, Wendy, Laura, Jack, and Stan.
- Water was 42K in 2025.
- Scio Township is putting in electronic water meters that will provide realtime monitoring, which can benefit us on leak detection.

### **Garage Assessments**

- Phase I garage owners have had a challenging time reaching an agreement on how much to collect and the timing of roofs.
- For Phase I, the January collection was set at \$104/mo based on the information collected via the last Reserve Study and a current roofing estimate, but the group has worked to lower the assessment down to approximately \$55/mo by seeking additional bids and pushing out the maintenance schedule and removing the garage doors in the bylaws as an Association responsibility within a year.
- The workgroup is working on one more estimate. Invoices will not be adjusted until the paint estimate is reviewed and considered.
- With lowering the monthly assessment so significantly, it may be necessary to make up shortfalls with a special assessment, and the workgroup is aware of this potential.
- There may be a need to separate the two garage banks in Phase I in the garage reserve account due to the North bank being attached to the Great Oak garage, which may change the timing of maintenance.
- The Phase II workgroup agreed to \$18.63/mo. They do not have maintenance requirements on the horizon.

### **Garage Owner Policy**

- Robyn has [drafted a policy](#) for garage ownership. F&L is still reviewing and making edits.
- The garage meetings have been sponsored by F&L as workgroups of F&L.
- It was suggested to add an enforcement mechanism similar to what was done in the Solar Policy for non-payment of monthly or special assessments.
- Define constraints around garage door replacement for both level of repair and aesthetics. Crawford Door was the original door company, and Stan learned that doors can be repaired and individual panels be replaced, making concerns about the aesthetics less concerning if we shift to co-owner responsibility.
- F&L considered coinciding the lowering of the ongoing phase 1 garage assessment with the passing of the garage policy.

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### **Document Retention Schedule**

- Lesli doesn't have anything this month. Plans to have something for review in February. She will also reach out to Maggi and Sandra for input based on their professional experience.

### **Solar Policy Approval Request**

- Unit 24 has twice provided proposals for installing a solar array, but neither time provided a complete packet of documentation for review.
- Solar reviews are not started until a complete packet is provided.
- Agreed that the Solar team should cc the F&L committee on communications regarding approval requests.
- A statement from Marta suggests there may be a technical issue with the allocation maps according to Strawberry Solar, Marta's solar contractor. The Solar team was asked to be educated on this concern.
- Mary Gillis found a State program that could provide a 30% savings if the Association was the owner of the solar arrays. Further investigation is needed to determine viability, and a solar policy rewrite would be required. There is a July, 2026 deadline. Association ownership has significant advantages in regards to liability; however, it would create a new challenge regarding funding et.al.

### **Phase II Special Assessment**

- Tabled for next meeting.

### **MAF Arrears**

- There are no arrears at this time.

### **BANK BALANCES (Updated 12.09.2025)**

<b>List of Bank Accounts &amp; Bank Balances (Current)</b>	<b>Additional Notes</b>
Capital Reserve: \$146,766  Note that this balance reflects completion and payment for the painting of all residential buildings.	(Total annual 2025 contribution in MAFs is \$78,300 with a monthly transfer of \$6,525 from our operating account to our Capital Reserve account.)
Operating account: \$43,842541	This bank balance fluctuates up and down as MAF income is deposited and expenses paid out throughout the year.
TS Savings: \$35,922	Currently the annual contribution from the special assessments is \$15,401 (there's a scheduled transfer quarterly of \$3,850 from the Operating account).

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	This account also has: <ul style="list-style-type: none"><li>● Monies collected towards bylaws revision \$1,180 remaining</li><li>● Monies for Maintenance reserve or operating \$6,000</li></ul>
TS CH Donations Account: \$706	Needs approval from the CHC for use of these funds
University Bank Account: \$4,359	Needs approval from the CHC for use of these funds-
Meals Checking Account \$3,922	

### **NEXT MEETING**

***Saturday, February 7, 10:30 am on the Zoom Room***

#### **Stack:**

1. Electronic payment of MAF's and tracking through Gather.
2. Project manager guide for large projects.
3. Consider water meter installation for individual units (rental fairness factor) (water leaks).
4. Explore 'Ombudsman' concept.
5. Preventative plumbing leak measures, pans under sinks and reinstalling toilets (originally installed toilets).
6. Investing reserve fund monies strategy.