The Lakes of Woodbridge Condominium Association
Board of Director's Meeting
March 24, 2026 – 4:00 p.m.

Present:

Anita Grivins	Aimee Glassman via Zoom	Diane Bornhorst
Brian Johnson via Zoom	Rick Bossee via Zoom	Lindsay Flynn
Stephen Presdorf	Absent: Barbara Murphy	
Absent: Larry Romyak		

I. Call to order at 4:07 p.m

II. The minutes from the February 2, 2026, meeting were reviewed by the board. Aimee made a motion to approve, seconded by Rick and approved by the board unanimously. The minutes can now be posted onto the website.

III. The financials for January and February, 2026, were reviewed by the board. Anita provided a preview. The delinquent list was reviewed. All residents with balances due have been contacted.

Anita provided the board with the proposed reserve budget for 2026. After review, Anita made a motion to approve the reserve budget, seconded by Aimee and approved by the board unanimously. The discussion regarding investing the reserve account was tabled.

Lindsay informed the board that in accordance with the Michigan Condominium Act, the annual review can be waived at the annual meeting by owners. It will be put on the ballot for owners to vote.

The board agreed that the tax return will be completed by Diane Bornhorst with Berkshire Hathaway.

IV. Property Management:

1. The board approved the purchase of a $90 drop box which will be installed on a post for owners to pay their fees.
2. The board will review decks during the spring walk around and determine which ones need to be sealed and then owners will be notified.
3. Lindsay said the Portage City cleanup is scheduled for April 28 – she will send communication to owners with a map that details where the pickup location is – she will check with Larry for the exact location so flags can be placed.
4. The board reviewed and approved the Resident Manual which will be printed and mailed and also e-mailed to each owner.
5. The annual meeting was discussed – the board would like to schedule on Monday, May 4 at 6:00 at the Portage Public Library. Lindsay will confirm if this date is available.
6. Stephen and Anita are on the ballot for election to the board. Lindsay will e-mail owners to see if there are any additional candidates to add to the ballot.

V. Maintenance:

1. The maintenance log was reviewed.
2. The owner of 3666 Tartan contacted about mold remediation from an old leak prior to the roof replacement. Magnuson provided a quote for $3,780 which the board approved.
3. Animal Removal Services was contacted regarding 3660 Woodbridge and was instructed to close up any exterior holes. They also removed mice which should have been invoiced to the owner. The board agreed the invoice should be paid in full but use another contractor going forward.

4. Lindsay said she had a meeting with Blackberry and they provided a report of the total number of windows in each unit. Lindsay is working on organizing and simplifying the process going forward. The current window evaluations from Blackberry include:
    - 3506 Kirkaldy Ct. – 9 Class A – Kitchen ($1,929), Patio Sliding Door ($2,453), 2 Living Room ($2,520), Top of Stairs ($1,178), 3 Basement ($3,771) and 1 Basement Laundry ($1,182) totaling $13,178
    - 7673 Moors Pointe Way – 1 class A – Bedroom ($2,536)
    - Aimee made a motion to approve all of these window replacements, seconded by Stephen and approved by the board unanimously.
5. The goose nest and egg destruction permit application was approved on 3/20/26. GooseWorks is scheduled for April 6 and the cost will be paid by The Moors of Portage.
6. The board reviewed quotes from Best Way and Waste Management for their trash removal services. Neither option was cheaper than Republic, who is our current provider.

VI. Old Business:

1. The board reviewed an insurance quote from Maris Brown and a comparison between the two policies which Lindsay compiled. Lindsay said Coldbrook was not interested in providing a quote because they couldn't be competitive with the current policy. The board requested a Zoom meeting with Maris Brown for the first week of April – Lindsay will set up.
2. There is one Intent to Sell that was approved on 3/9/26 for 3659 Tartan Circle

VII. New Business:

1. An owner requested that the board do an amendment to make all percentages of value equal. The board said if the owner wants to form a committee and initiate the process, they are welcome to do so but it would be at their cost.
2. The owner of 3653 Tartan submitted a modification request to replace their furnace and air conditioner. This was approved by the board.
3. The owner of 3649 Tartan submitted a modification request to replace their garage door with work to be completed by Fawley Door. The board approved this request but Tom VanderMeer has to be the one who paints the door.
4. The board agreed the late fee should be $25 if fees are not paid by the 10th of the month. After 60 days outstanding an additional late fee of $50 will be assessed. After 90 days outstanding a lien may be recorded against the unit. After 180 days outstanding, at the discretion of the board, the association may pursue wage garnishment or foreclosure.

The next board meeting will be on Monday, April 20 at 4:00 p.m.

There being no further business to come before the board, the meeting was adjourned at 6:08 p.m.

Minutes prepared and submitted by Diane Bornhorst on behalf of the board.

Minutes Approved 4/20/26