

OLDE FRANKLIN TOWNE ANNUAL BOARD MEETING AGENDA

Monday, November 10, 2025 7pm The Hawk

MEETING CALLED TO ORDER BY: Jason Sabada 7:06

I. ROLL CALL: 19 houses are present, we have quorum

BOARD MEMBER	PRESENT?	BOARD MEMBER	PRESENT?
Jason Sabada (President)	y	Jimmy Eagle	n
Matt Letizio (VP)	y	Michael Foster	y
Rachel Sabada (Treasurer)	y	Eugene Greenstein	n
Jen Hassell (Secretary)	y	Bob Kaplan	y
Lovely Avington	y	Jim Schelberg	y
Ted Bishop	y	Steve Reifman	y
Michael Brady	y	Ashley Zair	y
Clarice Bridges	y		

II. PRESIDENT REPORT - YEAR-IN-REVIEW

- a. Fiscal review - more information during our Treasurer's Report
- b. Improve communication - New website, Fireside Q&As
- c. Events - food truck, clean-up days, block party, pumpkin painting, boo bash, cookie exchange (12/13), annual garage sale
- d. Updated Registered Agent with State of Michigan - Thanks to Steve Reifman for 39 years of holding this designation

III. TREASURER REPORT

- a. Fiscal Review
 - i. Increased income by working hard to collect dues from 170 homes, 18 over average

- ii. Decreased the following expenses - accounting (doing our mailings and switching to Quickbooks online), landscaping (contract with new company, neighborhood clean up days)
 - iii. Future possible expenses - New pond liner, Replace pathway into Fairview Commons off of Olde Franklin, Clean-up in inner commons
- b. Overview of expenses for 2025 - see attached OFT Profit & Loss 2025 Review sheet
 - i. Proposed dues increase to \$400, increase late fee to \$50
 - 1. $170 \text{ households} \times \$400 = \$68,00$ which will give us the funds to pay for above additional expenses
 - ii. Q&A about budget
 - 1. When is the late fee assessed? - 90 days (March 1st)
 - 2. What is the difference between dues and special assessment? - dues are for operating expenses, special assessments are a one time charge for a specific unplanned issue
 - 3. We'll work with homeowners on a case by case basis to assist with dues payments - installments, reduce late fees etc
 - 4. Can we get a balance sheet as well as profit and loss statement with the budget in the future?
 - 5. We should only increase the dues if they aren't covering regular expenses
 - 6. Are there any alternatives to a dues increase?
 - a. Snow plowing by city?
 - b. Wild flower fields or natural area in commons rather than paying landscaping to mow?
 - 7. Vote to increase annual dues to \$400 - motion passes

IV. COMMITTEE LEAD UPDATES:

- a. COMMUNICATIONS - Rachel & Lovely
 - i. New Website - check there for updates, recommendations, newsletter sign-up
 - ii. Built e-mail list from 90 to 219 contacts
 - iii. Sent 13+ newsletters

- b. FINANCE - Rachel, Jim, Lovely, (Jason and Matt advisors)
 - i. Mt quarterly
 - ii. Obtained dues from 170 homes, 18 above average
 - iii. Pursued multiple bids for various contracts to get quality services at competitive rates
- c. EVENTS - Ashley, Rachel & neighbors Sarah Jacobs and Alyssa Parent
 - i. April-Oct (bi-weekly) Food truck Wednesdays
 - ii. April 26th and May 18th - Beautification Day
 - iii. June 22nd - Annual Garage Sale
 - iv. August 8th - Block Party
 - v. October 18th & 31st - pumpkin painting & boo bash
 - vi. December 13th - cookie exchange
- d. GROUNDS - Ted, Eugene, Bob, Jim, Rachel & neighbor Todd Hawotte
 - i. New landscaping contract
 - ii. Installed a new aeration system in pond
 - iii. Water Wheel Restoration presentation
- e. TRAILS - Steve, Michael, Bob and Neighbor Steve Hassell
 - i. June 14th - Trails clean up day
 - ii. Hope to partner with Stonewood Ct next year for additional trail maintenance
 - iii. Would like our trail system to connect from the woods north of Fairview commons thru to the trail behind Oakcrest Ct.
- f. STREETS/ SAFETY - Ashley
 - i. City repaved sections of our streets with a low [Pacer scale](#) rating
 - ii. Speeding - City installed temporary speed data collection around the sub for speed study
 - 1. Average speed has to be over 30 mph for them to act
 - 2. Studies have found that most speeders are residents not people cutting through

- iii. Ask city about what we can do about kids on scooters/motor bikes that are speeding through the neighborhood
- iv. Next year they will be removing the lines on the streets

V. ELECTION OF BOARD MEMBERS

- a. All interested parties introduced themselves
- b. Voted via Google form and several on a paper ballot that were then tallied with the form respondents
- c. Results: The following received 50% or more of the vote: Jason Sabada, Rachel Sabada, Matt Letizio, Jen Hassell, Lovely Avington, Ted Bishop, Michael Brady, Clarice Bridge, Jim Schelberg, Steve Reifman, Ashley Zair

VI. NEW BUSINESS

- a. Add a Hospitality Committee to the board - welcome new neighbors, make meals for sick ill neighbors, handy neighbors to help with small projects for neighbors

ADJOURNMENT: Jason adjourned the meeting at 9:03