

West Port Village Board of Directors

Board of Directors Meeting Minutes

December 20, 2016

The Board of Directors Meeting of the Association of West Port Village was held at 5401 West H Avenue, Kalamazoo, MI 49009 on Tuesday, the 20th day of December at 10:00 AM. The following Board Members were present:

Steve Visser	President
Jeff Scheffers	Vice President
Kelli Scheffers	Secretary
Kirk Boeskool	Treasurer
Lyn Lawson	Member at Large

Steve Visser called the meeting to order at 10:05 AM.

Agenda Items

Discussion took place regarding the minutes from November 15. Kelli made a motion to approve the minutes, and Lyn seconded the motion. Motion moved, supported, and passed (MMSP).

Nate DeVisser from DeVisser Landscape Services joined the meeting as the board went over the reviews from the Service Survey highlighting: weeding in flower beds, stones in siding, bare spots in yards from mowers, crab grass, fertilizer burn marks, and gutter cleaning. Nate DeVisser apologized that not all gutters were cleaned before we got freezing weather. Moving forward, his goal is to increase attention to detail during the spring, summer, and fall.

Kirk Boeskool presented the 2017 budget with approved vendors:

- Visser – Plowing, Salt for 2016/2017 winter
- Maple Hill – Sprinklers for 2017
- DeVisser – Landscaping for 2017
- Crystal Clear Window Cleaning – Window Cleaning for 2017
- Fish – Deck Cleaning for 2017
- Republic – Trash and Recycling, contract ends June 2017

Lyn made a motion to approve the 2017 budget, and Kelli seconded the motion. MMSP.

Kirk made a motion to move \$1,559 from operations to the reserve fund, Lyn seconded the motion. MMSP.

The schedule for 2017 Board Meetings was reviewed and will be posted on the bulletin board in the clubhouse. Discussion took place of the ballot process – to ensure an adequate amount of time for each phase of the process, communication to co-owners will begin in March 2017.

Additional Items

The board discussed requesting an additional service as a credit in place of DeVisser not being able to clean all gutters.

Discussion took place to minimize the amount of time the dumpster, for yard waste and small household items, is on WestPort Village property.

Lyn expressed thanks from co-owners on the lights in the entrance.

Steve made a motion to adjourn the meeting. Kirk seconded the motion. The meeting was adjourned at 11:31 AM. The next meeting is January 17 at 10 AM.

Respectfully Submitted,
Kelli Scheffers, Secretary