CENTENNIAL

Board of Directors Meeting
October 27, 2025
1530 Harper Grove Lane, Vicksburg, Michigan 49097

1. Call to order: 7:00 p.m. by Sean Branstetter

2. Attendance:
    - Board Members: Sean Branstetter (President), Trudy Gwilt (Vice President), Rachel Cubic (Secretary), Bill Hartgarves (Director), Kyle Mucha (Director)
    - BVW Management Representative: Remi Bossardet
3. Approval of Agenda:

    - Sean proposed moving agenda item *(a) Management Company Bids* to the end of the meeting to allow Remi (BVW representative) to be excused prior to that discussion. **Motion carried unanimously.**
    - Kyle proposed adding a *Community Comments* section prior to review of business items. **Motion carried unanimously.**

4. Community Comments
    - Stena Buck inquired whether the reasons for recent board member resignations could be shared with the community.
        - ➢ Sean explained that while the reasons were shared with him as board president, they were personal and therefore confidential.
    - Tony Olsen expressed appreciation to the board for improvements in communication and community engagement.
    - Katey Story asked if BVW has maintained ARC approval and voting records and whether an internal audit could be performed.
        - ➢ Remi confirmed that BVW holds these records and that an audit could be conducted at the board's request.
5. Business Items
    - **Board Resignations & Appointments:** Sean acknowledged the resignations of Katey Story, DJ Kalee, and Nick Mills. Kyle was appointed to fill Katey's vacant seat, and Trudy was elected Vice President to fill the vacant position.

      Appointments to fill DJ and Nick's positions will be made during a closed-door session following the meeting, with results to be shared with the community shortly thereafter.

- **Community Communications:** The board recognized past communication challenges and expressed a commitment to improvement, particularly with the upcoming transition to a new management company. Options for community updates, such as a WhatsApp group, are being explored.

- **Signage Update:** Sean provided an update on the newly installed signage at the 22nd Street entrance.

- **Common Area Sink Hole:** The board previously approved a quote from Brightview in August to repair the sinkhole located in the common space between the clubhouse parking lot and the walking trail bordering Gardner Pond Lane. The issue remains unresolved; BVW is investigating the project's status.

  Jen Burson requested that the area be clearly marked before Halloween (October 31) for safety.

- **Irrigation System Update:** Sean and Kyle reported that the common area irrigation system was inoperative for much of the summer due to BVW's failure to pay a utility bill, which led to water shutoff. BVW also misplaced the pump house keys, resulting in new locks and an electronic keypad being installed. All board members now have both physical and electronic access.

- **Voting & Proxy Procedures:** The board is reviewing current voting and proxy processes to ensure clarity and encourage greater community participation.

  Joe Richards raised the topic of absentee voting, noting possible references in the bylaws. Rachel stated that the bylaws currently specify voting in person or by proxy in Article II, Section 2.5. The board invited Joe to share any other relevant bylaw sections for further review.

- **Pool Card & Access Issues:** The board acknowledged community frustration regarding pool access malfunctions during the summer. Efforts are underway with the vendor to resolve these issues before next season.

- **Splash Pad Repurposing:** The board discussed potential uses for the former splash pad area, including the installation of a floating pickleball court. The first step involves grinding and leveling the existing concrete; vendor options are being sought.

  Meredith Waldron suggested contacting KA Concrete and Macatawa Concrete.

  Travis Crawford asked whether community input would be gathered and incorporated into the final decision for the space.

  Tony Olsen mentioned that he had conducted a poll on one of the unofficial neighborhood Facebook pages, which indicated strong interest in a pickleball court.

  The board confirmed that the project remains open for discussion, with the immediate focus on preparing the site before the 2026 pool season if at all possible.

- **Pet Waste Stations:** The 22nd Street station has been replaced; the Ives Mill station installation has been received and is pending installation. Rachel requested an update from Remi on the cost to replace a resident-provided trash can at the 22nd Street site: Remi did not have information available at the time. Rachel also proposed adding a new waste station near the Harper Grove trail entrance. Stena Buck, the adjacent homeowner, supported this if installed behind her fence line. The discussion expanded to include a broader review of trail trash cans. The topic was tabled pending a full assessment of need and cost analysis.

  Tony Olsen asked whose responsibility it is to fill the stations and empty the trash. He also volunteered to assist with these tasks if needed. The board confirmed that the current cleaning vendor is responsible for maintaining the stations. The board requested that any resident who notices empty pet waste bags or overflowing trash contact a board member or the management company to ensure prompt attention.

- **Community Financials:** The board noted challenges obtaining a complete and accurate financial picture due to BVW's outdated and incomplete accounting records. Attempts to schedule a meeting with BVW's financial team were unsuccessful. The board committed to conducting a comprehensive financial audit to establish a clear understanding of the association's fiscal standing. This is considered a top priority.

- **Management Company Transition:** Remi was excused from the meeting prior to the beginning of this discussion.

  The board reviewed proposals from Berkshire Hathaway and Gardner Management for community management services. For context, BVW was not invited to rebid for 2026, as their services have not met the community's expectations. An additional bid request was sent to Jaqua Property Management, but no response was received.

  During the discussion, the board shared with attendees the benefits and service commitments offered by Berkshire Hathaway, including their enhanced communication systems, transparent financial reporting, and structured transition support. The board also noted that the Berkshire representative has been extremely responsive throughout the proposal process, which reflects the level of attentiveness and professionalism the board seeks in a management partner.

  Kyle proposes to select Berkshire Hathaway as our new management company. **Motion carried unanimously.**

  The board agreed that Berkshire Hathaway will begin a 60-day transition period on November 1, 2025, to ensure a smooth transfer of records and operations, with full management responsibilities commencing January 1, 2026.

  Rachel will prepare the 60-day termination notice for BVW, collect board member signatures, and submit the notice by October 31, 2025.

- **Dues Increase & Scheduling:** The board also acknowledged that association dues will likely need to be adjusted in the future to support the increased management costs. However, the board has discussed delaying any potential dues increase until the third quarter of 2026, allowing time to fully evaluate the necessity and provide community members with adequate notice and time to plan. The board emphasized its commitment to only raising dues as much as is absolutely necessary to maintain the community's financial stability and quality of services.

  The board discussed potential adjustments to the timing of quarterly dues payments to better align with homeowners' other recurring expenses. Specifically, the board considered shifting the due date from the first month of each quarter to the second or third month, noting that this change could help reduce the financial strain that occurs when Village utility bills are also issued at the beginning of each quarter. The board also expressed interest in exploring whether monthly payment options could be offered through the new management company to provide additional flexibility for residents.

6. Adjournment: 7:58 p.m.

Minutes respectfully submitted by:
Rachel Cubic, Secretary
Approved by the Board of Directors on: November 9, 2025