

**The Villas at Northville Hills Condominium Association
Board of Directors Meeting Minutes
Saturday, June 26, 2010**

Board Attendees: Kerry Deacon, Todd Ewers, John Miller, Jamie Spriet, Linda Zaddach

Additional Attendees: Marge Aramian, Paul Aramian, Nancy Deacon, Ray Kugler, Martin Meyers, Joyce Peralta, Jim Reinke, Patricia Valdez

The meeting was called to order at approximately 10:05 a.m. by Mr. Deacon at the Clubhouse.

Approval of Minutes:

Mr. Deacon asked for a motion to approve the minutes of the March 2, 2010 Board Meeting. Mr. Miller made a motion to approve the minutes. Ms. Spriet seconded the motion. The minutes of the March 2, 2010 Board Meeting were unanimously approved.

Mr. Deacon reviewed the Agenda for the meeting. In addition, he reviewed the Rules and Regulations for Board Meetings. (See attachment #1.) Mr. Deacon explained to Co-owners attending the Board Meeting that their questions would only be accepted after the Board conducted all formal business. Mr. Deacon also reviewed the Board of Directors Organizational Structure. (See attachment #2.) The Committee Organization structure was also reviewed. (See attachment #3.)

Financial Update

Mr. Miller updated the Board on financial matters. He indicated that delinquencies were down. Mr. Miller explained that Reserve payments had not been made per budget and that he would work to rectify this situation. He indicated that he would be closing the Bank of America account and would be opening a new account. Per Board approval Mr. Miller has requested that the Villas Reserve Study be updated. He indicated there is a good possibility that he will recommend that the Board approve a dues increase in mid-August. Mr. Miller informed the Board that the Monthly Financials have been posted on the Villas website.

Committee Reports

Architecture and Maintenance

Mr. Deacon reported that Garry Servinsky and James Leiphart will be the Co-Chairs for the Architecture and Maintenance Committee. Presently, there are 6 individuals on this Committee. In addition, Mike Guido has offered to assist with warranty inspections of newer units.

A Work Order procedure has been developed for Kramer-Triad and Chairpersons to follow. An updated Maintenance Matrix Chart, which shows both Association and Co-owner responsibility has been developed and will be posted on the website. New work orders have been completed

in a timely manner. Over 80 work orders have been completed year-to-date. Larry Hein continues to receive positive comments from the Co-owners.

The following accomplishments have been made by the Architecture and Maintenance Committee: important signage has been installed throughout the community, new Clubhouse door installed, interim path to Tennis Courts has been installed by Toll, power washing, caulking and cleaning of the pool area and pool furniture has been completed, and the Clubhouse carpeting and windows have been cleaned.

Current programs include: leveling of selective condensing unit pads, deck staining inspections are underway, Vanderbilt ventilation issue is being handled, roof ridge vent issue is under study to increase air ventilation in attics, plan to have a survey done and develop action plan to review roads, curbs, sidewalks and driveways, and survey is being done to look at caulking on the units.

The Fall unit painting program will be done on the 2004 and 2006 units. It is anticipated this program will cost approximately \$34,000. This program should start in September, 2010.

Rules and Security Committee

Ms. Spriet indicated that she is still working on finding a Chair for this Committee and indicated it should be handled soon. She notified the Township that she is the representative for the Villas and will be receiving notification of monthly Township meetings.

The following Variance Requests were reviewed.

Lund (44694 BC, Unit #46)-3 requests- (1) Flower baskets in beds (2) Extra flower pot near front entrance (3) Wicker flower baskets on either side of garage door. The Board discussed these variance requests and agreed that the wicker baskets should be sprayed black or a color matching the brick. Ms. Zaddach made a motion that these variance requests be approved with the condition that the wicker baskets on either side of the garage door be sprayed black or a color matching the brick. Mr. Miller seconded the motion. The variance requests were unanimously approved.

Siemetz (44736 BC, Unit #57)The variance request for approval of porch furniture was reviewed. Mr. Miller made a motion that this variance request be approved. Ms. Spriet seconded the motion. The variance request was unanimously approved.

Leipart (44438 BB, Unit #6) -2 requests- (1)The variance request to expand their deck was approved. The Board agreed the request would be approved with the condition that the deck be a maximum of 15' from the unit to the golf course. In addition, the Township must approve the final design and size of the deck. Mr. Deacon made a motion to approve this variance request with the conditions noted in these minutes. Mr. Miller seconded the motion. The variance request was unanimously approved. (2) The variance request to install a tree near the deck was reviewed. The tree had already been installed. It was unanimously agreed by the

Board that the tree was not planted in an acceptable location and the variance request was denied. The Board agreed to allow the Co-owner to temporarily keep the tree in place until another variance request could be submitted and reviewed to move the tree to an approved location.

Irrigation Committee

Mr. Meyers reported the Sheldon Rd. irrigation has been repaired. He has obtained a variance approval from the NV Township to water the entrances at 5 Mile and Sheldon Rds. for a 2 week period. He indicated that Township strictly prohibits watering between the hours of 6 a.m. and 10:00 a.m. The Township will impose a \$300 fine for the first violation and a \$500 fine for the second violation. He is getting a quote to replace the rain sensors and a study is underway for an alternative water source.

The Board thanked Mr. Meyers for his dedication, time and effort in working on the irrigation system.

Landscape Committee

Mr. Miler, Board Liaison for the Landscape Committee, reported members of the Landscape Committee have been working several months on a plan to landscape the 5 Mile and Sheldon Road entrances. The Board met with the members of the Landscape Committee and agreed to approve their plan. The entrance work should be completed within the next month. The Board approved the fertilization contract change from Tru-Green to Greenlawn. Instructions have been given to Greenlawn to keep the grass at 3 1/2" -4" due to the hot weather. Edging around the trees in the back areas would be completed in the next few weeks.

Jim Harris and Tom Kilarski have been inspecting all the trees in the community and will make a recommendation to the Board on trees that should be replaced.

Communication and Outreach

Ms. Zaddach reported that Patty Gomez has agreed to work with her on the Villas Newsletter. The next publication of the Newsletter is planned for late August. The Villas website continues to be popular and is used extensively by a good number of Co-owners. Enhancements and improvements to the website will continue, as new items are identified for posting on the site. Co-owners are encouraged to sign up for the Villas Google Group. This Group is very effective. Ms. Zaddach reported that It recently helped us quickly find the razor scooter that belonged to one of our young residents.

Hospitality, Social and Special Events

Ms. Zaddach, Board Liaison for the Hospitality, Social and Special Events Committee, reported that Terri Klimek agreed to Chair this committee. Ms. Klimek has a number of Co-owners who have volunteered to assist her with this committee. A list of events for 2010 through April 2011 has been established. (See attachment #4.) This information will be posted on the website and in the upcoming Newsletters.

Co-Owner Questions and Comments

Ms. Peralta asked about the status of her work order to spray the scotch pine tree near her unit for a virus. Presently, the work order is still under review.

Mr. Reinke asked if approved variances could be posted on the website. Ms. Spriet indicated she is in the process of compiling a list of all approved variances. This will be mailed to Co-owners and posted on the website.

Mr. Kugler questioned the 3-way stop sign by his unit. Mr. Kugler was advised that Officer Burroughs of the NV Police Dept. suggested that we post the 3-way stop signs to help with cars driving too fast in our subdivision.

Mr. Aramian asked how high the dues will be increased. Mr. Aramain was advised that no final decision had been made on the dues increase and that it was currently being studied.

Ms. Peralta asked about the new style outdoor lights being offered to new Co-owners by Toll. Ms. Spriet indicated that the Rules & Security Committee would be working on a program to encourage Co-owners to purchase the new lights.

Mr. Aramian indicated that two hydrangea bushes were removed from the front entrance of the Clubhouse and moved to the 5 Mile entrance. He questioned why the recommended holly bushes were not planted in their place next to the Clubhouse doors. Mr. Deacon indicated that he did not know anything about the holly bushes and would check with the Landscape Committee on this matter.

Mr. Kugler indicated there was a weeping willow right next to his unit and he was concerned about the roots from the tree causing damage to his unit. Mr. Kugler was advised to call in a work order to Kramer-Triad.

Mr. Reinke questioned the use of metal posts for the new signs versus the plastic covered posts used by Toll. Mr. Deacon explained that we were advised to install these posts for safety reasons. The metal posts are breakaway posts. If someone were to hit these posts, they would breakaway and not come through the vehicle causing a potential liability to the Villas.

Ms. Peralta expressed concern about No Parking Signs being installed in the community. Ms. Peralta was advised that the plan was to post No Parking Signs on the mailbox posts rather than installing additional posts with these signs.

Mr. Aramian questioned the trimming of the arborvitaes in the community and indicated he did not feel they were being trimmed to the correct height. Mr. Miller indicated he would ask Greenlawn to check on this matter.

The meeting adjourned at approximately 11:02 a.m. The next meeting is scheduled for Saturday, September 18, 2010 at 10:00 a.m. in the Clubhouse.

Respectfully submitted,

Linda S. Zaddach
Secretary, Villas Board

Attachments:

- (1) Rules and Regulations for Board Meetings
- (2) Board of Directors Organizational Structure
- (3) Committee Organization Structure
- (4) Hospitality, Social and Special Events 2010-2011