

# The Villas of Northville Hills Condominium Association

## Board of Directors Meeting Minutes

### February 2, 2010

**Board Attendees:** Todd Ewers, Chuck Lund, Nancy Chu-Meyers, Linda Zaddach

**Board Member Absent with Notice:** Terri Klimek

**Additional Attendees:** Paul Aramian, Marge Aramian, Pat Brennan, Kerry Deacon, Kevin Kidd, Gary McLand, John Miller, Mary Miller, John Moore, Joyce Peralta, Hugh Thomas, Gary Zaddach

The meeting at the Clubhouse was called to order at approximately 6:35 p.m. Mr. Lund thanked everyone from coming to the meeting and explained the Board would conduct their business first and Co-owners would have an opportunity to speak at the end of the meeting.

#### **Approval of the Minutes:**

Mr. Lund asked the Board for a motion to approve the minutes of the January 5, 2010 Board Meeting. Ms. Chu-Meyers made a motion to approve the minutes. Mr. Ewers seconded the motion. The minutes of the January 5, 2010 Board Meeting were unanimously approved.

Mr. Lund asked the Board to review the draft of the Spring 2010 Co-Owner Survey. He indicated the intent of the survey was to obtain Co-owner perspective regarding satisfaction levels and trends during the period of July 1 through January 31, 2010. Mr. Lund asked the Board for a motion to approve the Spring 2010 Co-Owner Survey. Ms. Chu-Meyers made a motion to approve the survey for mailing to the co-owners. Ms. Zaddach seconded the motion. The survey was unanimously approved. Mr. Lund indicated he would send the survey to Linda Martin at Kramer-Triad for mailing.

Mr. Lund updated the Board on his discussions with Mr. Ewers and the statute of limitations relating to outstanding warranty claims. Mr. Lund was pleased to report that he had a letter signed by Mr. Ewers agreeing to extend the 3 year and 2 year unresolved warranty claims until October 25, 2010.

#### **Financial Update**

Ms. Chu-Meyers informed the Board that the January 2010 financials would be posted on the website as soon as they are ready. She presented a Benchmark Summary of the Villas to determine if our present stewardship is delivering "best-in-class" value as compared to comparable communities in the vicinity. The Villas' monthly dues are \$282. The Woodlands' monthly dues are \$295 per month and there is no clubhouse, pool, or tennis court and the owners pay unit water. The Links' monthly dues are \$325. There is no tennis court and less landscaping. The Northville Hollows' dues are \$315 per month and there is no clubhouse, pool or tennis court; there is less landscape and owners pay unit water and for building

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maintenance. Blue Heron's monthly dues are \$370. There is no clubhouse, pool or tennis court; however, there are lake privileges and extensive landscape. The Board agreed this is very informative information. Mr. Ewers indicated that Toll provides this information to prospective buyers.

**Committee Reports**

**Rules Committee**

Ms. Zaddach informed the Board that Ms. Klimek asked her to present the Rules Committee Report on her behalf. She read the following statement from Ms. Klimek.

Fellow Board Members:

"As you know, I unfortunately have to miss tonight's meeting. While I take my responsibilities at the Villas very seriously, I also take my personal commitments to those less fortunate in other countries equally as serious. Last March I was asked to serve on a special medical mission to India where over the course of the month of February, we will be providing free surgery to 1,000 underprivileged children. Without our help, they would remain in life with their facial deformities. I have asked Linda Zaddach to give my report and although my access to email will be very limited, I will check it when possible and get back to you. Thank you very much, Terri."

Ms. Zaddach reported that the revised Rules were mailed to co-owners and several positive comments have been received.

There has been a request from a Co-owner for use of a smoker. After discussion, the Board indicated that since no formal variance request had been submitted by the co-owner that this needed to be completed before a decision could be rendered.

Two cars have received "courtesy" letters and a 48 hour Notice for removal from the Northville Police for long-term use of cul de sac parking. One of the cars did not have license plates. Ms. Zaddach also noted that a black Solstice has been parked in the Clubhouse parking lot for a number of days. Mr. Lund indicated that he would attempt to contact the co-owner on this matter and have the car moved.

Three variance requests were discussed for 44813 Broadmoor Circle S. The first request was for approval to display an alarm sign. The variance request was unanimously approved with the

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condition that the sign be a standard size alarm sign and it must be placed in the flower bed next to the unit. The second variance request was for approval to extend their deck by 4'. The request was unanimously approved with the condition that the deck meets Northville Township restrictions and requirements. The third variance request was for permission to install the light approved for the front porch to also be approved for the garage. The Board unanimously denied the request; however, it would be communicated to the co-owner that any of the Board would be willing to change the light bulbs for the co-owner.

**Landscape and Grounds**

Ms. Chu-Meyers indicated that Mr. Legacki could not be at tonight's meeting. She informed the Board that the irrigation and landscape bids for Spring/Summer 2010 were being reviewed. The awarding of landscape contracts would be handled the Landscape Committee through an interview process. A set of questions have been developed by the Committee and all contractors will be asked the same questions. After the interviews are completed on February 27, the Committee will make their recommendations to the Board. The Committee continues to work on the 3-5 Year Plan. In addition, a feasibility study will be done on an alternative water source for irrigation. Mr. Ewers has agreed to work with the group on the irrigation project.

**Architecture & Maintenance**

Mr. Deacon updated the Board on the various projects his committee was working on. He indicated the committee recommends the painting program continue in fall and he estimates approximately \$34,000 should be budgeted for 2010.

Mr. Deacon indicated he needed to have the Pools by Poye contract signed for the 2010 season. He told the Board that a new secure cover was installed over the Clubhouse thermostat. The temperature would be set at 64 degrees, unless a meeting/event was being held in the Clubhouse.

The maintenance program continues to go well with over 200 work orders completed and none outstanding. Information will be given to the co-owners in the next Newsletter on companies they can contact to clean out dryer ductwork and vents for lint build up.

Warranty issues continue to be addressed. To date 37 Auburn porch roofs have been fixed and only 4 units remain to be handled. A report has been given to Toll on the Vanderbilt attics and a meeting will be set up to discuss the action plan.

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The lighting program was discussed. Mr. Deacon indicated that a plan needed to be established to encourage other co-owners to install the new light fixtures. A study was being done on lighting poles throughout the subdivision.

The installation of private community, 25MPH speed limit and improved stop signs were discussed. Mr. Deacon indicated that Mr. Hein would be installing the private community and speed limit signs at the entrances, once the weather improved.

**Culture and Communication**

Ms. Aramian reported to the Board that Meet and Greet Coffee would be held in the Clubhouse on February 6 and on March 6. The March date would be used to give co-owners an opportunity to meet the candidates running for Board election.

**Co-Owner Questions**

Mr. Aramian reported to the Board that he had gone with the Calloway's to the Township Office with their deck extension plans and the Township approved the extension. The Board thanked Mr. Aramian for the information.

Mr. Miller asked about updating the Reserve Study. Ms. Chu-Meyers indicated that the plan was to work with the same company who did the original Reserve Study.

Mr. Aramian pointed out to the Board that the revised Rules pursuant to barbeque gas/propane were counter to the By-Laws. The Board thanked Mr. Aramian for bringing this matter to their attention and they would have Ms. Klimek and the Rules Committee review that area and make the necessary corrections.

Ms. Miller expressed concerns about the language in the revised Rules not requiring adult supervision for children using the pool and the gate being locked along the side of the pool. A discussion took place on these matters. Ms. Zaddach read the email from the Association's attorney.

"When it comes down to the pool, clearly you can restrict access and have requirements for babies and toddlers. Beyond that, however, an arbitrary age limit will get you in trouble because you could have a 5 year old accomplished swimmer. What you can and should do is promulgate and enforce conduct related rules without regard to age. Those that violate them

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and are children can then be forced to have parental supervision and those who violate them and are adults can be fined and banned.”

Ms. Zaddach indicated that she would ask Ms. Klimek to review the attorney’s recommendation with the Association’s insurance carrier to make certain the language used in the Rules does not jeopardize our insurance coverage.

The pool gate being locked was discussed. Mr. Thomas pointed out that all local police and fire know how to gain emergency access to the Clubhouse through the security system on the front of the building. Mr. Lund thanked Mr. Thomas for providing that information.

Mr. Kidd expressed concerns about some co-owners watering and fertilizing the lawns in front of their units. He also brought up the use of wood-working equipment in front of unit garages. A discussion took place. It was agreed that problems could occur if the grass burned out because of over-fertilization.

Mr. Brennan expressed concern about the noise level at the pool and questioned the extended time limit to 9:30 p.m. to use the pool. Mr. Lund indicated that Ms. Zaddach also brought up the noise level at the pool when the Rules were reviewed by the Board. It was agreed to keep the pool open until 9:30 p.m. rather than 9:00 p.m. because it remains light outside longer during the summer. Mr. Brennan questioned how the noise level would be kept down at the pool. Ms. Chu-Meyers indicated that there is a noise ordinance in Northville Township and if he feels the noise level is too loud at the pool he should call the police.

Mr. Thomas told Mr. Ewers he was surprised that he agreed to allow a security sign outside the unit given that he objected to alarm signs previously. Mr. Thomas asked about the Toll warranty extension. Mr. Lund indicated the extension was through October 25, 2010.

Ms. Peralta suggested that we consider putting the new outdoor lights by the front door. The Board thanked Ms. Peralta for that suggestion and indicated they would look into it.

**Adjournment and Next Meeting**

Mr. Lund moved that the meeting be adjourned. The motion was unanimously approved. The meeting was adjourned at approximately 7:55 p.m.

Next meeting date:

Tuesday, March 2, 2010, 6:30 p.m. at the Clubhouse

