

**Villas at Northville Hills
Board of Directors Meeting
February 5, 2011**

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

Board (absent with notice): Todd Ewers

Additional Attendees: Marge Aramian, Paul Aramian, Ray Bologna, Donald Boggs, Joe Calloway, Margie Dozier, Sarah Ellison, Tom Fant, Patty Gomez, Terri Klimek, Ann Korian, Paul Korian, Ray Kugler, Michelle Khurana, Gary McLand, Jim Reinke, Garry Servinsky, Patti Simetz, Carolyn Schnepel, Chris Spellman, Rob Spellman, Hugh Thomas, Gary Zaddach

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

Approval of the Minutes:

Mr. Deacon asked for a motion to approve the minutes of the October 30, 2010 Board Meeting. Ms. Spriet made a motion to approve the minutes. Mr. Miller seconded the motion. The minutes of the October 30, 2010 Board Meeting were unanimously approved.

Mr. Deacon asked for a motion to approve the minutes of the Special Meetings held by the Board on November 3, 2010 and November 8, 2010 to review and approve the 2011 contracts and 2011 budget. Ms. Spriet made a motion to approve the minutes. Mr. Miller seconded the motion. The minutes of the November 3, 2010 and November 8, 2010 Special Board Meetings were unanimously approved.

Mr. Deacon indicated that all Board Meeting Minutes, included those of the Special Meetings, would be posted on the Villas website.

Financial Report

Mr. Miller reported that the Budget for 2011 has been approved. In addition, all of the necessary contracts for 2011 have been reviewed and signed. He indicated that we had very few dues delinquencies and the Board continues to take the necessary steps to collect all delinquent dues. Mr. Miller indicated that all 2011 Budget information will be posted on the website.

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Committee Reports

Architecture and Maintenance

Mr. Deacon reported that Mr. Servinsky and Mr. Leiphart are Co-Chairs of the Committee. A Maintenance Matrix Chart, showing Association and Co-Owner responsibilities, is posted on the web site. Over 200 Work Orders were completed in 2010. Greg Gardner is doing most of the Work Orders; however, Imperial Maintenance is being used on selected Work Orders. The Board has received very positive reports on both contractor's workmanship and quality.

Mr. Deacon reviewed the list of accomplishments by the Architecture and Maintenance Committee. These accomplishments include: Toll Statute of Limitations extended to August 11, 2011, Vanderbilt attic inspections completed, deck inspections completed with notices sent to 16 Co-owners, ice cable inspection, downspout outlet inspection and replacement, Clubhouse basement wall cracks repaired and interior walls painted, completion of Work Orders in a timely manner, test of concrete driveway slab lifting by Uretek, permanent mailbox installation, Penderbrook Lane street sign installed, and Square D circuit breaker recall and replacement notices to the 12 Co-Owners impacted.

The following programs are currently being worked on by the Committee: outstanding warranty items with Todd Ewers, roads, curbs, sidewalks and driveway survey and action plan, establishing criteria for raising and filling joints on driveways and sidewalks, need to use designated truck routes throughout the complex, and garage door maintenance program with Overhead Door.

Irrigation-Alternate Water Source

Mr. Bologna, Chair of the Alternate Water Source Committee reported to the Board on the activities of this Committee. He indicated that a couple of unsuccessful well searches were done previously. The Committee has determined that 3-4 wells will be needed to irrigate the entire community. He indicated that the Estates have been successful with wells that were dug west of Bayhill. The Committee will continue with their research and will have additional discussions with the golf course. In addition, Bob, the President of the Estates has agreed to help. He also indicated that the assistance of a geological engineer will probably be needed for this project.

Landscape – Snow Removal Operations

Mr. Zaddach reported that snow removal this year has been a major challenge. He indicated that both he and Mr. Miller have been in constant communication with the representatives of the snow removal company and several meetings were held with the owner of the company to express concerns about the poor snow removal service and to discuss expectations for future snow removal. Mr. Zaddach indicated the Board should seriously consider getting more snow bids before the next snow season and possibly change contractors.

Rules and Security

Ms. Spriet thanked Mr. Robinson, Mr. Fant, Mr. Boggs and Mr. McLand for all of their work on the Guidelines/Rules revisions. She indicated that a Quick Reference Guide for the Rules had also been developed.

She also thanked everyone who helped with the Lighting Project and indicated that the project would start again in the Spring. Ms. Spriet indicated that the Board was advised by the Association's attorney that the Variance Request form being used should be replaced with an Alteration/Modification form. Kramer-Triad has a form in place that is being used by the majority of communities they manage, and the Board has agreed that the Alteration/Modification will be used going forward. The new form will be posted on the Villas' website.

Ms. Spriet invited Mr. McLand to make a report to the Board on the recommended Guidelines/Rules revisions.

Mr. McLand reviewed the revisions with the Board. He indicated that the majority of the revisions provided better clarity.

Ms. Spriet asked for a motion to approve the Guidelines/Rules revisions. Mr. Deacon made a motion to approve the Rules revisions. Mr. Miller seconded the motion. The Guidelines/Rules revisions were unanimously approved. Ms. Spriet indicated the revised Guidelines/Rules and the Quick Reference Guide would be mailed to all Co-Owners and would be posted on the web site.

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Communication and Outreach

Ms. Zaddach thanked the Co-Owners for their support of the canned food collection drive for the Salvation Army. She reported that Mr. Deacon and Mr. Zaddach delivered the items collected to the Salvation Army Food Bank in Plymouth.

Updates and enhancements to the Villas' website continue to be made. Ms. Zaddach also encouraged Co-Owners to sign up on Nixle.com. This is a free service and participants of the service receive email updates on public safety issues in the area.

Ms. Zaddach thanked Bob Dubois for putting up the notification signs at the entrances.

Hospitality, Social and Special Events

Ms. Zaddach thanked Patty and Santiago Gomez, Terri Klimek, Michelle Khurana, Rob and Patti Simetz, Jim Leiphart, Denise and Garry Servinsky, Nancy Deacon, Mary Miller, Gary Zaddach and her fellow Board Members for their hard work and support of all the events the Villas had over the past year. The Co-Owners mentioned Chaired events, assisted with coordination, cooked, wore costumes, set up everything for the events and helped with clean up afterwards. It was a team effort that made all the events a great success.

Co-Owner Questions and Comments

A discussion took place with the Board and the Co-Owners.

The meeting adjourned at approximately 11:30 a.m. The next meeting is scheduled for Saturday, April 16, 2011 at 10:00 a.m. in the Clubhouse.

Respectfully submitted,

Linda S. Zaddach
Secretary, Villas Board