

The Villas of Northville Hills Condominium Association

Board of Directors Meeting Minutes

Thursday, October 1, 2009

Board Attendees: Terri Klimek, Chuck Lund, Nancy Chu-Meyers, Linda Zaddach

Board Absent: Todd Ewers

Additional Attendees: Paul Aramian, Kerry Deacon, Timothy Sanders, Annae Sanders, and Gary Zaddach

Chuck Lund called the meeting to order at approximately 6:08 p.m. at the Villas Clubhouse.

Approval of Minutes:

Chuck Lund asked the Board for a motion to approve the minutes of the August 18, 2009 Board Meeting. Terri Klimek made a motion to approve the minutes. The approval was seconded by Nancy Chu-Meyers. The minutes of the August 18, 2009 Board Meeting were unanimously approved.

Discussion

Chuck Lund referred the Board to page 3 "Where does the money go?" of the Meeting Agenda packet. He felt this chart would give Co-owners a very clear and accurate representation of how their Association Dues are spent and asked that it be included in the Fall Newsletter.

Committee Reports

Culture and Communication

Linda Zaddach updated the Board on the Villas website. She indicated that she found an excellent person, Larry Cepuran, who would be willing to develop and maintain the Villas website. The Board unanimously approved moving forward with this project with Larry Cepuran serving as the Webmaster.

The Fall Newsletter was in the final stage of development and only a few more articles were pending receipt. The goal was to have the Newsletter printed and distributed by the middle of October.

The Social Committee met and was planning two final events for the remainder of 2009. On Saturday, November 7, 2009 a Meet and Greet would be held in the Clubhouse with Kerry Deacon, Chair of the Architecture, Maintenance and Security Committee updating the Co-owners on the work of this committee. A Holiday Celebration was being planned for Sunday, December 6, 2009 with the time to be announced.

Board of Directors Meeting Minutes

October 1, 2009

Page 2

Rules/Variance Requests

Terri Klimek informed the Board that she had an excellent group of Co-owners on the Rules Committee, who would be presenting their recommended changes to the Rules at the December, 2009 Board Meeting.

Terri Klimek asked the Board to approve the elimination of the trash fine that was given to J. Manno (44921 Broadmoor Circle S.) and the Sanders' at 44883 Broadmoor Circle S. The Board approved the request and Ms. Klimek indicated she would have Linda Martin mail a letter to both Co-owners indicating that the fine was being waived.

Ms. Klimek noted that Courtesy Notices were mailed to:

- Leo (44818 Broadmoor Circle S.) regarding window boxes that were installed without a Variance Request.

- Bixler (44993 Broadmoor Circle S.) regarding leaving the garage door open and a sign in the front of the unit and furniture on their front porch without a Variance Request. Ms. Klimek indicated the sign and furniture were removed and the garage door was being kept closed.

- Bloom (44604 Broadmoor Circle N.), regarding the installation of a golf ball washer without a Variance Request. The Variance Request was received. Chuck Lund moved that the Variance Request be approved. The Board unanimously approved.

- Cash (44665 Broadmoor Circle N.) regarding a sign in front of their unit without a Variance Request. Ms. Klimek noted that the sign has been removed.

- Lambert-Simetz (44736 Broadmoor Circle N.) regarding leaving their garage door open and furniture on their front porch without a Variance Request. Ms. Klimek indicated the garage door was being kept closed and the furniture has been removed.

Ms. Klimek noted that a Variance Request was submitted by Schanz (44450 Broadmoor Blvd.) requesting to make Comcast Cable repairs that require drilling in the foundation. K. Deacon was asked to follow-up on this request.

A Variance Request was submitted by Leidal (44634 Broadmoor Circle N.) requesting approval to install a wrought iron railing on the front porch. The Board unanimously approved and asked K. Deacon to work with the Leidal's on the appropriate railing to purchase.

A Variance Request was submitted by Higgins (44849 Broadmoor Circle N.) to display a concrete pineapple by the front door. The Board unanimously approved the request.

A Variance Request was submitted by Spriet (44674 Broadmoor Circle N.) to display a gazing globe, garden dragons, garden fairy and flower pot holder. The Board unanimously approved.

Board of Director Meeting Minutes

October 1, 2009

Page 3

Architecture, Maintenance and Security

Kerry Deacon updated on the Board of the progress of the committee. He indicated that he had a ten member team now serving on the committee. He discussed the Unit Painting Program and indicated that he has two proposals from Suburban Painting Company and

General Painting Company. Both quotes were 11.78% less than the 2008 quotes. He checked references for both companies and the Committee recommends splitting the painting work

Chuck Lund made a motion that both painting contracts be approved and that we move forward with the painting project. Linda Zaddach seconded the motion. The Board unanimously approved both painting contracts.

Mr. Deacon discussed the ice cable program and indicated we would need to check with Toll to determine if there was a warranty issue with installing the ice cables on the roof. Chuck Lund noted that we must be proactive in maintaining the roofs and that this would need to be discussed with Toll further.

The Clubhouse and Pool Area were discussed. The Pool has been winterized and Pools by Poye has the Pool contract through 2011. The basement code has been changed and Larry Hein has a workshop set up in the basement. The replacement of the toilets in both Clubhouse restrooms will be put on the 2010 budget, as well and replacement of the Clubhouse front door. The Cable television service in the Clubhouse was discussed and it was unanimously agreed upon by the Board that no change would be made to the cable service at this time.

The Maintenance Program was discussed. Larry Hein has been hired as the Villas Maintenance Coordinator. Mr. Hein will be monitoring, inspecting completed work orders and will close out those orders that have been completed.

Warranty inspections and various issues on the units were discussed. Basement water leaks are to be resolved between the Co-owner and Toll, not the Association. Second time home buyers need to complete at closing the "Subsequent Home Buyer Acknowledgement Transfer" form. This information will be included in the Fall Newsletter. The Committee is monitoring the extensive repair programs to the Auburn porch roofs and the Vanderbilt attics. The Committee would like to obtain a set of construction drawings from Toll for each unit model. This matter will be discussed with Toll during a meeting with Mr. Lund, Mr. Deacon and Mr. Ewers.

Mr. Deacon reported that the lighting project would be completed by the end of October. Co-owners, who wish to purchase the approved outdoor lights in the future, will work directly with Brose Electrical. Cost of purchase for the lights and installation are the responsibility of the Co-owner.

Board of Directors Meeting Minutes

October 1, 2009

Page 4

Speed limit signs, no parking signs, and no solicitation signs are being reviewed and will be recommended to the Board. Larry Hein will be able to install the signs, once they are purchased.

Grounds and Landscape

Nancy Chu-Meyers discussed the Snow Removal Contract. The contract with Studio Scape Landscape, Inc. was discussed. Mr. Lund moved that Board accept the bid and move forward with the contract. Ms. Zaddach seconded the motion. The contract with Studio Scape was unanimously approved by the Board. The contract has a provision that allows the Association to extend the contract to the 2010/2011 snow and ice removal season at the same charge and on the same terms and conditions.

Paul Aramian informed the Board that approximately \$482 will be spent on decorating the entrances and the Clubhouse exterior for the fall season. A 3-5 Year Landscape Plan will be presented to the Board at the February, 2010 meeting. Fall tree planting is underway. There will also be a quote forthcoming from Brickman to plant landscape screening around five of the utility boxes.

The lawn care contract with Brickman expires October 31, 2009. Ms. Chu-Meyers indicated she will issue an RFP for quotes.

Financial

Ms. Chu-Meyers reviewed the financial report with the Board. She indicated that a new Reserve Study should be done, since the financial climate has changed significantly since the first Reserve Study was completed. The Board unanimously approved moving forward with this Study.

Co-owner Q&A

Mr. and Mrs. Sanders (44883 Broadmoor Circle South) attended the meeting to request that their trash fine be revoked. Mr. Lund informed them that this issue was discussed earlier in the meeting and the Board approved revoking the fine. The Sanders' also reported that the pine trees near their mailboxes had grown so large that it is difficult to see oncoming traffic. This matter was referred to Ms. Chu-Meyers and Mr. Aramian to have the trees trimmed.

Adjournment and the Next Meeting

The meeting adjourned at approximately 9:05 p.m.

The next Board meeting was scheduled for Thursday, October 29, 2009 at 6:30 p.m. at the Clubhouse.

Respectfully Submitted: Linda S. Zaddach, Association Secretary

