

The Villas of Northville Hills Condominium Association

Board of Directors Meeting Minutes

Thursday, October 29, 2009

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

Additional Attendees: Kerry Deacon, Glenn Legacki, Jim Reinke, Hugh Thomas, and Gary Zaddach

Chuck Lund called the meeting to order at approximately 6:35p.m. at the Villas Clubhouse.

Approval of Minutes:

Chuck Lund asked the Board for a motion to approve the minutes of the October 1, 2009 Board Meeting. Nancy Chu-Meyers made a motion to approve the minutes. The approval was seconded by Linda Zaddach. The minutes of the October 1, 2009 Board Meeting were unanimously approved.

Discussion

Chuck Lund referred the Board to the Association Initiatives and a number of important issues that the Board must address. The following items were briefly discussed: 2010 Budget and the need to continue to move forward with that process, our Business Process and need to review and improve that process, Developer Communications and progress made by K. Deacon and C. Lund in working T. Ewers, the need to continue to improve the Villas information system and the development of a migration strategy when a key contributor (Villas Co-owner Volunteer) steps down from a position.

Committee Reports

Culture and Communication

Linda Zaddach updated the Board on the Villas website and announced that site would be launched and announced to the community in the next few days. The features of the site include a calendar of events, the ability for the Board to post information of interest to co-owners, and a listing of the Board and Committee Chairs with links to their email. In addition, approved Board Meeting Minutes would be posted, the Newsletters would be posted, and the Rules and Regulations and Variance Request Forms could be found on the website. A Message Board is also part of the site that allows Villas Google Group members to have conversations, offer items for sale, etc. Mr. Thomas wanted the website address to review. Ms. Zaddach informed Mr. Thomas that the site would be launched to the community in a few days.

The Social Committee met and planned the final events for 2009. On Saturday, November 7, 2009 a Meet and Greet will be held in the Clubhouse with Kerry Deacon, Chair of the Architecture, Maintenance and Security Committee, updating the Co-owners on the work of

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the committee. A Holiday Celebration was being planned for Sunday, December 6, 2009 with the time to be announced.

Financial

Ms. Chu-Meyers reviewed the financial report with the Board. She indicated that an audit should be done on our financials. Mr. Lund moved that we proceed with the audit. Ms. Zaddach seconded the motion. The motion was unanimously approved by the Board.

The phone charges submitted by Mr. Aramian for excessive phone usage incurred while performing his landscape duties were discussed. Ms. Chu-Meyers indicated she reviewed Mr. Aramian's cell phone bill and all the charges were appropriate. She also indicated that Mr. Aramian changed his cell phone plan, so this should not happen in the future. The Board approved the request to reimburse Mr. Aramian for his phone charges, but indicated Mr. Aramian should not expect the Board to approve this expenditure in the future.

Architecture, Maintenance and Security

Mr. Deacon updated the Board on the activities of Committee. The painting program is moving forward and will be completed in next couple of weeks. The painting contractors are also replacing caulk during the painting work. Two invoices from Pools by Poye were submitted for bromide and a credit is expected. Pools by Poye has a contract through the 2011 season and there are plans to obtain other proposals when their contract ends. Drywall repairs and painting behind the picture above the fireplace in the Clubhouse were completed. The carpet in the Clubhouse is scheduled for cleaning as well as the windows. Replacing the toilets in the Clubhouse restrooms with commercial toilets will be part of a 2010 budget request along with putting a new front door and hardware on the Clubhouse.

Mr. Hein is doing an excellent job of handling work orders and he has received very positive feedback for his work.

Warranty inspections and issues on units is moving forward. Meetings have been held with Mr. Ewers and Mr. Lund to move forward with Auburn porch roof repairs and Vanderbilt attics. Basement water leaks are not the responsibility of the Association and need to be handled between the Co-owner and Toll.

The ice cable program is on hold. The Committee is concerned this is only an interim fix and it may void the roof warranty. The Committee is awaiting a response from Toll and the roofing

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company on this issue. Snow and ice removal from the roofs was discussed. Tom Fant is obtaining proposals for ice and snow removal from companies used previously by Kramer-Triad. Mr. Thomas voiced concern about removing snow from the roofs.

The Committee is developing a list of previously approved Variance Requests and is working on a process for variance requests to be reviewed by the committee.

The Lighting Program is nearly completed. Co-owners, who did not participate in the lighting program, will be able to purchase lights directly from Brose. The cost for purchase of the lights and the installation are the responsibility of co-owner.

Street signage was discussed, including the installation of speed limit, no parking, no solicitation, and stop signs. A discussion regarding the appropriate speed limit was discussed and it was agreed that future discussion on this matter needed to take place.

The Board thanked Mr. Deacon and all the members of the Committee for their excellent work on the various projects.

Grounds and Landscape Committee

Mr. Legacki updated the Board on work orders, the majority of which have been completed or will be completed in the near future. All sprinkler work orders will be handled next year. Brickman has work orders to start the landscaping around five utility boxes. Based on the location, drainage, etc. there will be a variety of plant material installed that will look attractive and be appropriate for the location.

The irrigation and landscape scope of work are being completed and will be given to the Board at the next meeting. The fall decorations were completed by Mr. and Mrs. Aramian and Mr. and Mrs. Legacki. The Board thanked everyone for their work on this project. The winter lights have been ordered.

A 3-5 Year Landscape Plan was discussed. There are inappropriate shrubs surrounding the units (i.e. too many daylilies, junipers in wrong spots by sidewalks, etc.). Trees need pruning and fertilization, some trees are growing too close to each other and are in the wrong places. Landscaping needs to be placed around the utility boxes, there needs to be some perennials installed at the Sheldon and 5 Mile entrances and bloom rotation needs to be considered. The Committeee is working on an optimization plan with a 3-5 year plan in mind.

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Storm water retention was discussed. Meetings were held with other associations (Links, NVH HOA, NPY Golf Course, Northville Hollows, and 5 Sheldon LLC) to review 2010 costs. The Villas will be assessed approximately \$5,500 in January 2010 to cover storm water retention ponds.

The Board thanked Mr. Legacki and his committee for their excellent work on these projects.

Rules/Variance Requests

Ms. Klimek reviewed the following Variance Requests with the Board.

The Variance Request submitted by Melotik (44824 BCS) to change the landscaping by his deck was discussed. The Board unanimously denied the request citing it would make it difficult for the landscape company to cut the grass, etc.

The Variance Request submitted by Leidal (44634 BCN) to install a wrought iron railing on their front steps was discussed and approved with the condition that the Leidal's work with Mr. Deacon to select material that would not rust.

The Variance Request submitted by Schanz (44450 BB) for cable installation was approved with conditions.

The Variance Request submitted by Bixler (44993 BCS) for having a high school sports sign by the garage entrance was discussed and approved.

Ms. Klimek informed the Board that the Rules Committee members were working hard on their recommendations for Rules changes and indicated they would be prepared to make a presentation to the Board at the December, 2009 meeting.

Discussion

Mr. Thomas voiced concern about changing the Rules and felt the entire community should review them before approval. Mr. Thomas was advised that the Board would review the recommendations of the Committee and make the final decision.

Mr. Thomas voiced concern that the Board was meeting at times other than monthly Board meetings. The Board reminded Mr. Thomas that the Board has numerous matters to handle and that they were certain he had Executive Session meetings when he was on the Board.

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Adjournment and the Next Meeting

Mr. Lund moved that the meeting adjourn. Ms. Chu-Meyers seconded the motion.

The meeting adjourned at approximately 8:30 p.m.

The next Board meeting was scheduled for Tuesday, December 1, 2009 at 6:30 p.m. at the Clubhouse.

Respectfully Submitted: Linda S. Zaddach, Association Secretary

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