

**Villas at Northville Hills
Board of Directors Meeting
Tuesday, July 30, 2013**

Board Attendees: D. Boggs, G. McLand, J. Miller, L. Wenzel, L. Zaddach

Co-owners in Attendance: A. Alder, M. Aramian, P. Aramian, M. Dozier, T. Dozier, K. Jacobsen, J. Lapenta, M. Miller, J. Moore, J. Reinke, G. Servinsky, M. Sherwood, J. Stadnicar, J. Wenzel, G. Zaddach, T. Zhou

The meeting of the Board of Directors at the Clubhouse was called to order by Mr. McLand at approximately 7:00 p.m. Mr. McLand indicated there would be brief presentations made by Officer Burrough, NVT Police Dept., and Mr. Mitchell, Arnouts Insurance Agency, prior to the start of the regular meeting. He also told everyone in attendance that Co-owners should wait with their questions until each report was made and to limit their question to no more than 3 minutes.

Officer Burrough discussed the break-in and robbery that occurred in one of the Villas, recently. He indicated that jewelry was stolen and it is unlikely the items will be recovered. He gave Co-owners recommendations for preventing break-ins which included using lights on garage and front door and adding a motion detector light on the rear of the building, installing 3" screws through the strike plate of all doors into a stud, using alarm systems, locking doors and windows, locking cars and keeping items of value out of sight and not hesitating to call the police if you see or hear something unusual or see someone strange in the community.

Mr. Leonard Mitchell from Arnouts Insurance Agency talked about the three Villas' insurance proposals that were recently submitted to the Board for review from Auto Owners, Lloyds of London, and Farm Bureau. He indicated that Auto Owners is the only company of the three with an A++ rating and that offers Guaranteed Replacement Cost. A discussion about the policies and the cost of the policies took place. Ms. Zaddach commented that very few insurance companies are willing to insure condominium complexes and she feels the Board should only consider companies that are highly rated and offer Guaranteed Replacement Cost.

Approval of Minutes:

Mr. McLand made a motion to approve the minutes from the June 26, 2013 Executive Board Meeting. Mr. Miller seconded the motion. The motion was approved by Mr. Boggs, Mr. McLand, Mr. Miller and Ms. Zaddach. Ms. Wenzel did not attend the June 26 meeting and she did not vote on this motion.

Financial Report

Mr. Miller reviewed the Financial Report for the Villas. Currently, our expenses are within budget and we are continuing to fund the Reserves. Mr. Miller reminded Co-owners the Monthly Financial Report can be found each month on the Villas' website.

Committee Reports

Architecture and Maintenance

Mr. Servinsky indicated there are 8 members on the committee. He reported that Work Orders are typically handled within two weeks. The Paint Contract proposals that were submitted are currently being reviewed and a recommendation will be given to the Board by August 15. Thirty-eight units are scheduled to be painted in their entirety and units will be painted on a 5 year cycle. Some Co-owners have asked about getting the shutters painted. Shutters cannot be painted because paint will not adhere to the shutters. The Committee is requesting an RFP for repairing some the roads. A survey of the driveways has been completed for possible replacement and mud jacking and a recommendation will be given to the Board. The mold on some of the roofs has been inspected and areas needed to be repaired and/or replaced will be addressed. The Board thanked Mr. Servinsky and the members of the committee for their hard work.

Communication

Ms. Zaddach reported that she has been writing the Newsletter and the next Newsletter will be mailed to Co-owners in a few days. The next subdivision Garage Sale will be held on Saturday, September 21, 2013 from 9am-3pm and Mr. Kugler has agreed to handle the advertising for this event. Ms. Zaddach mentioned that at the Annual Meeting a Co-owner asked to have the Villas Directory added to the website. The Board decided not the post the Directory because anyone can access Co-owner phone numbers and email addresses in the Directory. A question was raised about having the website password protected. It was agreed this would not be a good idea, as the website is viewed by realtors and prospective buyers and helps to showcase our community. The June 26, 2013 Executive Meeting Minutes will be posted on the website in a couple of days.

Hospitality and Social

Mr. McLand reported the social event scheduled for August 16, 2013 has been changed to Saturday, September 29, 2013 and the venue will be an Oktoberfest. More details will be sent to the community soon about this event.

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Irrigation

Mr. Stadnicar reported that the sprinkling system issues have been worked out thanks to the efforts of Greenlawn. Presently, 25% of the community is being watered using the well. There are plans underway to increase this to 40-45% of the community and use the existing water in the holding tank to the full extent. The Board thanked Mr. Stadnicar and Mr. Reinke for all of their work on the irrigation system.

Landscape and Grounds

Mr. Zaddach stressed the importance of Co-owners calling K/T to report any issues they may notice with the sprinkler system or broken sprinkler heads. He indicated the Committee plans to recommend to the Board that the junipers be removed from the entrances and replaced with a hedge of boxwoods and yews. He is getting a proposal for this work from Greenlawn. Mr. Zaddach reported that Mr. Jim Place conducted a review and inventory of the plant material around the utility boxes. Mr. Place reported that approximately 50% of the plant material around the utility boxes needs to be replaced. This will need to be a multi-year project and a proposal for this project will be submitted to the Board. The majority of the dead trees and bushes in the community have been removed and replacement trees and bushes will be planted in the fall. In addition, any necessary grass remediation or replacement will be done in the fall. As a result of a change the government imposed on businesses with employees having a H2B visa, Greenlawn has been required to pay his H2B visa employees an additional \$4.00 per hour. As a result of the mandated change, Greenlawn had to increase this year's contract by \$11,000. The Board decided to remain with Greenlawn; however, they canceled the contract with Greenlawn recently approved for the coming years. A Committee will be established to review Landscape and Grounds proposals for the coming year(s) and Greenlawn will be eligible to submit a new proposal. A recommendation will be made to the Board on this matter. The Board thanked Mr. Zaddach and the members of the committee for their hard work.

Rules and Security

Mr. McLand reported that a Bylaws sub-committee has been established under the Rules and Security Committee. Mr. Aramian will Chair this sub-committee. Mr. McLand also indicated that it is very important that anyone in the pool or pool area under the age of 16 must have adult supervision.

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Old Business

Mr. McLand asked if there was any Old Business the Board needed to discuss. There was no Old Business to be discussed.

New Business

Mr. McLand asked if there was any New Business to be discussed.

Ms. Zaddach made a motion to approve the insurance policy submitted by Auto Owners in the amount of \$48,266.71 with a \$10,000 deductible and \$1 million dollars in Liability coverage and use the money from the Reserves to pay for the policy in full, so the Villas can receive the \$2,659.59 discount for paying for the policy in full. Ms. Wenzel voiced concern about paying for this policy with Reserve funds and asked why the policy cannot be paid by using Operating Funds. Mr. Miller indicated there would not be enough money to cover expenses through the end of year in the Operating Fund. He also indicated the plan is to make a monthly payment to the Reserves to put back the money being borrowed from the Reserves. Mr. Miller seconded the motion made by Ms. Zaddach. The motion was approved by Mr. Boggs, Mr. McLand, Mr. Miller and Ms. Zaddach. Ms. Wenzel did not vote on the motion.

Mr. McLand commented that the flowers at the entrances look beautiful this year. He asked Mr. Zaddach if there were plans to plant mums at the entrances this year. Mr. Miller indicated he did not put any money in the budget for mums but we could consider this expense if there are funds available. Mr. Zaddach indicated he would get a proposal from Greenlawn and submit it to the Board.

Mr. McLand indicated he would like to establish a Newcomers Committee to welcome new Co-owners to the community and a Clubhouse and Pool Committee, so that oversight of the clubhouse and pool can be handled and shared by more than two people. Mr. McLand indicated that right now only Linda and Gary Zaddach oversee the Clubhouse and Pool and they check and close it down everything each night.

Mr. McLand reported that he thinks it would be a great idea to install a few park benches, similar to those in downtown Northville, throughout the Villas. These benches could be in memory of a Co-owner who passed away and small plaque could be placed in the cement area that the bench is attached to. It was mentioned there is no money in the budget for these benches. Mr. McLand also indicated that he would like to get the mailbox posts painted to match the street sign posts and that he would ask the Architecture and Maintenance Committee to review this matter.

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Director's Comments

Mr. McLand spoke to the Co-owners and he told them it is the Board's obligation to maintain, protect and enhance our community. Based upon an estimate of \$400,000 per unit, we are managing a \$70 million dollar investment and an annual budget of over \$700,000. He indicated the Board has adopted the Mission Statement that is posted on the bulletin board in the Clubhouse Lobby. The Board has also adopted the following: "Community and Family focus with fiscal responsibility improves home values: 'Gotta Liv-in' Community – Integrity/Transparency/Improvement/Friendship/Fun".

The meeting adjourned at approximately 9:10 p.m.

Respectfully submitted,

Linda S. Zaddach
Villas Secretary