

Villas of Northwyck Condominium Association

Meeting Minutes - April 18, 2016

Meeting Location: Northwyck Clubhouse

Meeting Date: 18 April, 2016, at 6:00 PM

Board Members Present:

- Susan Schreier, Vice President/Secretary
- Stacie Greslick, Treasurer
- Patricia DeSatnick, Director

Metro Group Management:

- Marti Johnson, Field Inspector/Quality Control

Meeting called to order at 5:56 PM

ADMINISTRATIVE

RESIGNATION President Hurley resignation letter received April 15; has closed on sale of his unit. Two positions on the Board are now open, both of which are up for election at the next Annual Meeting. Vice President Schreier will move from Vice President to President.

APPROVAL OF BOARD MEETING MINUTES Secretary Schreier will submit February meeting notes for review.

ANNUAL MEETING Discussed scheduling. Set for June 2 at 7:00 PM, 6:45 PM registration. Reviewed 2015 agenda and meeting minutes submitted by Metro. Secretary Schreier advised Marti that someone will need to take notes again this year.

GROUPS

SPRING CLEAN UP/IRRIGATION Season started Friday, April 15. Marti walked grounds with current lawn contractor following request crew out to begin to deal with the weeds from last fall. More needs to be done to get the weeds down prior to mulching. Two weeks to fertilizer and irrigation startup. Precision has started calling people about getting into units to turn water on; per contract it is to be on by end of April. Gutter project areas from last year may need fixing this year with topsoil and possibly seeded. Marti to see how they look as spring progresses. Marti to check with Townes on date for their startup date for irrigation, need water on prior to planting flowers up front.

Can caulk pool deck this year and be OK. Sidewalk by bridge will need fixed this year. Clubhouse was serviced by Eastman Fire: fire detectors and extinguishers were checked. Marti to have the fence company look at pool gate latch.

SHRUB REPLACEMENT Looked at options; consensus Sedum best due to hardiness in hot dry areas; residents will need to water to get them started. Possibility of variegated grasses that will not seed into lawns, need to stay small and out of the way of car doors, etc. ETA to get started planting no later than mid-June. Marti to have Landscapes research more cultivars of ornamental grasses.

IRRIGATION Precision Irrigation to test our system at start up. Damaged heads due to snow removal will be allocated to Transcending Gardens.

BUILDINGS

CLUBHOUSE Joint meeting April 6 attended by Pat Hurley and Treasurer Greslick; Townes will have a board member modify the proposed agreement rather than send back to association attorneys. Townes doesn't appear to have contributed to any portion of the Clubhouse insurance. McCredie Insurance handles both Townes and Villas insurance; do not need to name each other Additional Insured. Schreier to check with McCredie on if/how to split Clubhouse/pool insurance expense.

DRYER VENT COVERS Discussion of co-owner/association liability. McShane had a matrix marked co-owner responsibility. Consensus that the association would cover this expense to keep the uniform look of the building.

GUTTER CLEANING Scheduled for May 19th for buildings backing to wooded areas. There will be a second cleaning for all buildings in the fall. Need to get buried drains found and marked.

FINANCIAL

STATUS OF ACCOUNTS RECEIVABLE Management apprised the Board on the current status of delinquent accounts. One delinquency turned over to collections. One co-owner is behind who management cannot determine who is living in the house.

MONTHLY FINANCIAL REPORTS March 2016 financial report reviewed and approved.

FDIC RESERVE LIMIT Association has funds that exceed the \$250,000 FDIC limit. Management suggests moving money to investments to safeguard against FDIC loss. Treasurer Greslick is concerned about needing money after it has been invested, i.e. roof replacement. Further research will be done for possible investments or move to Money Market at another financial institution. Treasurer Greslick requested five year plan from Metro. Marti to give ETA.

COMMUNITY ISSUES

COST SHARE OF COMMUNITY ITEMS Management corresponding with McShane regarding cost of painting of clubhouse, sidewalk section replacement by bridge.

POND WEED MAINTENANCE Management is working with a contractor to find a solution with the pond weeds and the DEQ. Per Living Waters, DEQ not permitting much, possibly phragmite treatment.

NEW BUSINESS

EXTERIOR COACH LIGHTS David Kenewell suggested site wide replacement of exterior coach lights. Marti will explore cost and installment costs for consideration in next year's budget. One has failed, had to replace with different light.

CALENDAR REVIEW Next meeting is Annual Meeting on June 2, 7:00 PM.

ADJOURNMENT: 8:10 PM

Meeting minutes submitted by Patricia deSatnick