

Villas of Northwyck Condominium Association

Meeting Minutes – September 27, 2016

Meeting Location: Northwyck Clubhouse

Meeting Date: 27 September, 2016, at 6:00 PM

Board Members Present:

- Susan Schreier, President/Secretary
- Patricia DeSatnick, Vice President
- Bruce Papet, Treasurer
- Stacie Greslick, Director
- Kevin Fanroy, Director

Metro Group Management:

- Marti Johnson, Field Inspector/Quality Control

Meeting called to order at 6:00 PM.

ADMINISTRATIVE

APPROVAL OF BOARD MEETING MINUTES

- July 26, 2016 Minutes Unanimously approved
- August 24, 2016 Minutes (Special Meeting) Unanimously approved

NEW ASSOCIATION MEMBERS

- **1335 Alameda** purchased by Asim Akhtar and Sher Akhtar on July 28 for \$385,000
- **1265 Alameda Blvd** purchased by Oh Young Choi on Sept 6 for \$349,000

GROUPS

GROUPS MAINTENANCE UPDATE:

- **SHRUB REPLACEMENTS FOR 2016:** Board will provide preliminary list of shrub replacements. \$2,100 on deposit with Plantscape. Marti will get pricing from Plantscapes as far cost per type of shrub. Susan will provide list of shrubs based on type from walk around. A couple may be ones that were planted last year, Marti will check with American on replacing if it appears they would be covered by warranty. Marti will follow up again with Precision Irrigation regarding un-capping the shrub misters that were capped in 2014 this week.
- **DRAINS in lawns:** Board to provide update on drain project and what is needed to complete. All drain outlets in the lawns have been located, cleaned out at the opening in the lawn, and had caps put on if they were missing. They are now marked on a map with # inches from blue dot on sidewalk. Marti will find someone to run water down the downspouts this fall to make sure they are clear. Major League Gutter Cleaning only blows out the gutters. Need to plan to edge around drains twice per year to prevent them becoming overgrown. Schreier will provide graph of where drains are located with # inches.

- **GRUB TREATMENT:** While doing drains, it was noticed that many yards have grubs issues and skunks are digging up the yards. Skunks are digging up the grass and co-owners are running into them letting dogs out at night. May also help reduce moles and voles looking to feed on them.

BUILDINGS

GARAGE GUTTER PROJECT This expense wasn't budgeted since Board had previously opted not to continue. 14 buildings left to do, only townhouse units affected. \$5,096. Concern that this reduces two downspout to one. Will try one unit (building I) changing all gutters from 4" to 6", change downspout from 3" (entry walk) and 2" (garage) to 4". So far no difference seen with larger gutters reducing ice damming. Can ask 1350 AB if want to try heat tape (\$900 – association will pay for device, co-owner to pay for electricity); Kevin will check with 1315 AB who had ice damming last year as well.

Century Gutter still needs to fix the drain outlets that are too low and fix the lawns where they did the gutter project last year: 1406 AB + 1410 AB (separate?) /1390 AB/1386 AB + 1387 AB.

DRAIN/DOWNSPOUT CLEANOUT 1) Need to have grass edged away from around the openings this fall so they do not get overgrown and 2) need to get gutters and downspouts cleaned out, make sure all are running clear.

FINANCIAL

STATUS OF ACCOUNTS RECEIVABLE No delinquencies, except one new co-owner missed.

MONTHLY FINANCIAL REPORTS Approve the following Financial Reports:

- June 2016 Financial Report – Unanimously approved.
- July 2016 Financial Report – Checking on charge from Century Gutter – Unanimously approved.
- August 2016 Financial Report – Marti will check on charging back co-owner for unresolved violation that resulted in a letter from attorney. Unanimously approved.

FDIC LIMITS CD's have been purchased to bring us into compliance, beginning to generate interest. Financial reports will be delayed due to waiting for interest to be reported, per Robert.

2017 BUDGET: Review and discuss proposed Budget for 2017. TABLED. Marti will make modifications and revise.

VIOLATIONS

DECK STAINING Letters sent, calls from co-owners saying deck has been done. Will double check decks during Fall walk.

BIRDFEEDER Removed.

PET APPLICATION Pet application returned.

COMMUNITY ISSUES

REIMBURSEMENTS Villas Board members have been reimbursed by Townes for flowers and signage items.

POOL PHONE Phone bill has been transferred to the Villas and turned off for the winter as pool is closed. Basic cost was \$106/month. Board requested management check into getting a lower rate before turning back on in the Spring prior to pool opening, and what fees may be assessed while the line is turned off.

COST SHARES Metro Group trying to work with McShane to simplify cost-sharing between communities.

JOINT MEETING Currently trying to find a time to meet that works for both joint boards. Tentatively Oct 5.

NEW BUSINESS

CHANGE FLOWER REMOVAL FROM NOV 1 to DEC 1 or first frost.

WINDOW GRATES – RUST REMOVAL AND REFINISHING.

GRUB CONTROL – Motion made by Pat DeSatnick. Approved.

ROLLING ACTION ITEM LIST Kevin presented action list to keep track of projects, who is responsible, and due dates.

CALENDAR REVIEW

Next Board meeting scheduled for October 25th at 6:00 PM. Tuesday, November 29th.

Schedule Fall Walk of community with Board: Tues Oct 11 13:00 – 16:00

ADJOURNMENT: 8:52 PM

Meeting minutes respectfully submitted by Susan Schreier