

Villas of Northwyck Condominium Association

Meeting Minutes – June 27, 2017

Meeting Location: Northwyck Clubhouse

Meeting Date: 27 June, 2017, at 6:00 PM

Board Members Present:

- Susan Schreier, President
- Patricia DeSatnick, Vice President
- Bruce Papet, Treasurer
- Kevin Fanroy, Secretary
- Eliseo Carrillo, Director

Metro Group Management:

- Marti Johnson, Property Manager

Resident

Meeting called to order at 5:55 PM

ADMINISTRATIVE

VIOLATION LETTER AND FINE Co-owner addressed Board regarding violation letter concerning a resident of the unit speeding and not stopping at the stop signs in the community.

SEAT NEW BOARD MEMBERS Pat Desatnick re-elected; Eliseo Carrillo elected as new board member. Officers elected by unanimous vote as indicated above for the next year of service.

APPROVAL OF BOARD MEETING MINUTES

- April 25, 2017 Minutes – Motion by Desatnick, second by Papet. **Unanimously approved.**

NEW ASSOCIATION MEMBERS

- 1377 HH: Richard and Barbara Lee
- 1376 HH: Raymond and Kathleen Sadler
- 1410 AB: Yasmin Tekyi-Mensah

GROUNDS

PHRAGMITE RESTORATION AREAS: Landscaper reviewed the areas affected by the phragmite treatment from the past two years. Due to the steep grade of some areas (1354-1362 AB), in place of re-sodding which will be likely to erode, landscaper has suggested a wildflower meadow mix that will bloom all summer and hold better. Residents

appear to be OK with this. Will look at grass for more level area (1382-1394 AB). Quotes pending. Fall ETA for project.

CHINCH BUG TREATMENT Landscaper quoted \$718.75, not included in contract; agent will be out to treat. Management confirmed VoN treated for grubs this spring. **Motion by Papet, second by Desatnick to approve chinch bug treatment. Unanimously approved.**

SERVICE BERRY REPLACEMENT New serviceberry planted to replace failing one at 1387 AB. Board approved a 6' tree but a smaller tree was planted; VoN was charged for a 5' tree. Per landscaper, the larger tree wasn't available as serviceberries did not do well this year. If it doesn't grow, company has agreed it will be replaced with a larger tree in the fall.

BUILDINGS

ROOF/CHIMNEY REPAIRS Remaining previously unfinished repairs now completed; some trim replacements.

STORM DOORS The Architectural Rules & Regulations list two storm door options, neither of which is available any longer. Per the approved vendor, Storm Seal, there are two options virtually identical to the originals; Schreier will forward specifics. Updates will need to be included in updates of association documents.

POOL GATE Chris at Elegant Aluminum, who installed the pool fence for Robertson Bros, inspected the gate and locking mechanism. The locking mechanism is not one of Elegant's and they did not put it on so nothing they can do with it. May need to re-set fence post below the frost line and replace lock. Management will check with locksmith on other options.

FINANCIAL

STATUS OF ACCOUNTS RECEIVABLE Following meeting resolving one past due item (see previous), one co-owner is past due for a fine.

MONTHLY FINANCIAL REPORTS May 2017 Financial Report – **Unanimously approved.**

FDIC LIMITS Management clarified that the new CD will be at a different institution in order to keep funds at each bank below the FDIC insurance limit.

PET REGISTRATION PROCESS Management confirmed that pet registration fees are applied to MISC 4025. Management will begin including pet registration forms with the Welcome packages sent to new co-owners to make the process easier. Management and Board compiling up to date pet list.

COACH LIGHT REPLACEMENT Papet updated that four of the remaining five light fixtures are in, and electrician will be out to complete the project as soon as the fifth one arrives, at which point management will be all clear to pay vendors.

COMMUNITY ISSUES

BRIDGE REPAIRS Quoting concrete approach repairs. Concrete leveling will not fix the issue here.

JOA No further communication received from the Townes regarding meeting or board status. Management will contact McShane about status of new board members and setting up joint meeting.

POOL PHONE REPLACEMENT Management advised McShane/Townes of need to replace pool phone due to interior corrosion causing it to not function properly. It was an inside box, has now been replaced with an outdoor box.

UNRESOLVED BUSINESS

DRIVEWAY IMPROVEMENTS Management received an initial quote regarding levelling the areas in front of the garages and repairing some of the driveways needing repaired. Need to prioritize list of currently 34 driveways as some are not as bad as others. May need to do the worst ones in 2017 and defer others until 2018. Possible seal-coating in 2018. Driveways over all have held up well from last seal-coating.

VON DOCUMENTS UPDATE Discussion of whether the documents that are silent on whether something is a violation, is it not a violation? If something is not expressly permitted or prohibited in the documents, the co-owner need to contact the management company for clarification.

DRAINPIPE EROSION The drain outlet at 1414 AB next to the recently replaced tree continues to have erosion after rain. Management will get a quote to run it into the front yard. This should also help reduce runoff down the hill onto the path.

NEW BUSINESS

TREE FROM WINDSTORM A pine tree at 1305 AB was staked following the windstorm several years ago. Can it be un-staked now? Management will check.

CALENDAR REVIEW

Next VON Board meeting scheduled for Tuesday, August 29 at 6:00 PM.

ADJOURNMENT: 8:04 PM

Meeting minutes respectfully submitted by Susan Schreier and Kevin Fanroy