

BOARD OF DIRECTORS MINUTES

The Villas at the River

Homeowner's Association, Inc.

2887 Villa Lane, Benton Harbor, MI 49022

November 20, 2012

The following documents the sixth meeting of the 2012 Board. In attendance were Mike Cook, Jean Bloomquist, Tom Johns, Dave Kett and Gary Coate. The meeting was held in the conference room of the Villa's Office and started at 7:30 p.m.

Developer's Report:

- * Mike Cook had nothing new to report. At the Town Hall Meeting on November 11th he stated building activity on the River Level would start soon.

President's Report:

- * Tom Johns discussed opening an account at Gordon's Food Service. This would be used for the purchase of food, beverages, and supplies to be used primarily in the Clubhouse. Only certain members of the Clubhouse Committee and Board would be able to make these purchases. Tom will look into this.
- * As reported in the Town Hall Meeting minutes, Carol Pelan, Mary Ellen Mammina, Terri Baker and Maxine Walsh volunteered to be on the Flower Committee. Tentatively, a meeting will be set up with them in April.
- * As reported in the Town Hall meeting minutes, Mary Caple, Jacob Richardsen, Terri Baker, Nancy Gothberg and Lois Wallace volunteered to serve on the Election Committee. There was discussion concerning when to hold the next election and the Annual Meeting as required by the Bylaws. Consensus was that since we have been holding Town Hall meetings (which include a question and answer session) these meetings can satisfy the requirement for an annual meeting. As for the timing of the election, concern was expressed that by having the election process in the Feb-April time frame, many residents are away for the winter. An alternative to make for a smoother process is to change the process for 2013 to an April-June time frame when residents will be here. No firm decision was made. Members of the Board will meet with the Election Committee in January to discuss the timing and other matters. Gary Coate, preliminary to this, will meet with Helen Tanner to discuss last year's election. The intent is to relieve her of some of the tasks she has performed in the past.
- * Also, there is concern regarding the voter designation forms sent out to residents. Forms need to be sent only to new residents where there are co-owners. For those who we have forms on file, we will go by the voter designated on the form unless otherwise notified. Residents who are co-owners should notify the Secretary or Election Committee if they want to change their voter designation.

Vice President's Report:

- * Dave Kett reported that the Clubhouse recently experienced a serious electrical problem. A ground connection was interrupted causing a surge. Approximately \$300 worth of damage was done to equipment in the Clubhouse. Dave has restored the damaged equipment but Jean reported there is exercise equipment that is not responding properly and may be damaged. Dick Wales will check to see if AEP will pay for the damages..

- * The first phase of installing a system to draw water from the river for watering at the River Level is underway.
- * A resident notified the Board that in the November 11th Town Hall Meeting minutes, the statement from Dave that when people have three (3) guests and the pool is “busy” that maybe it is not the time to have your guests in the pool. Not in the minutes was the additional statement to remember that the pool is for the enjoyment of the residents.

Secretary's Report:

- * Gary Coate reported that the November 11th Town Hall Meeting minutes have been posted on the website.

Treasurer's Report:

- * Jean Bloomquist reported the audit found the financial records to be in good order. It was recommended that the audit be held in March. A suggestion was made that *Quick Book Online* be used.
- * The year-to-date financial standing was reported in the Town Hall Meeting minutes.
- * Jean reported meeting with our insurance representative. The only recommendation was to increase coverage on three (3) buildings to bring them in line with other buildings. This was done.

Unfinished Business:

- * The photo directory is still under development. A rough draft was available for review by the Board.
- * The request for a fire ring on the River Level park is being dropped from the agenda. This is part of a motion made by Tom and seconded by Gary. The remainder of the motion states that fires should not be built in association common grounds including along the river. The motion passed. Primary concern was that any fire would pose a hazard.
- * Fall trimming along the bluff is still to be completed.
- * The maintenance program established by Tom Johns (Board president) and Dick Wales (construction Manager) on what can be done this fall has been completed. The program will be continued in the spring of 2013.

New Business:

- * The next meeting will be January 10, 2013 at 1:00 p.m. and will be for the purpose of determining the 2013 budget.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,
Gary Coate, Secretary