

VILLAS AT THE RIVER HOME OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
SEPTEMBER 23, 2017

This was an open Board meeting, home owners were invited to attend.

Meeting was called to order at 10:00 AM.

In attendance were Mary Huber, Jean Bloomquist, Julie Crane, Al Ernst, Earl Misch, and Pam Fetke, Site Manager. Meeting was held in the in the Community Clubhouse. Quorum determined.

Jean Bloomquist, Treasurer, provided a financial update. (see attached)

Al Ernst, Vice-President, reported on the recent activity regarding the capital improvements in our community. (see attached)

Julie Crane, Clubhouse Committee Chair, reported on the clubhouse improvements including painting of several rooms, new furniture, our new library and the seasonal pool closing.

Pamela Fetke, Site Manager, provided the following information:

- She advised that code changes have been enacted that note space at the bottom of the brick façade should be left open to allow for water runoff.  
Sealing this area with mortar traps the water behind the brick.
- It is recommended we continue in 2018 with exterior painting of structures. There are some showing signs of chalking paint and all units painted have a ten year life expectancy.
- Downspout rerouting has been done @ Bldg. 7. These downspouts were routed under the asphalt drive without proper grade to carry water away from the foundation. Units 2889 & 2883 were rerouted out into the lawns eliminating this problem.
- Roofing of Bldg. 2 is to commence 9/25/17.
- The Association entrance sign is still not installed. Completion date unknown.

- At last communication (8/31/17) all documentation has been sent to FEMA requesting a variance to the existing flood plain map on Riverview Lane.
- The large pond south fountain light does not function. A request is being made to the Capital Reserve Committee to purchase a new light in 2018.
- The clubhouse heating and cooling system was serviced for Fall and Winter. It has been determined the (1) central air conditioning unit has been cooling the whole building, the (2) heat pumps are 'stuck' in the heat mode. All systems will function for Winter usage. A request is being made to the Capital Reserve Committee for replacement units in 2018.
- Consider it Done Maintenance will focus this Fall on shrubbery and tree trimming throughout the complex.
- As buildings are painted it is vital all exterior surfaces be evaluated for replacement of siding and trim as needed.

#### Mary Huber, President's Report:

- We were sorry to hear our friend and neighbor, Felix Paul passed away. Services are at Immanuel Lutheran Church in Bridgman, September 25, 2017 @ 11:00 am.
- A special thank you was extended to the HOA Landscape Committee for all their hard work and successes to-date. We are grateful for their efforts in beautifying the community. Members: Charlie Kozup, Anne Brandt, Maggie Johnson, Jackie Seib, Pat Walton, Diane Nower, Mary Ellen Mammina and Bob & Pat Barrett.
- New homeowners William & Susan Langbehn @ 2858 Villa Lane were introduced and "welcomed" to the community.

#### Questions from Co-Owners:

- What is the plan of action on insulation deficiencies?  
The Capital Reserve Committee is aware of these concerns and the subsequent ice dams experienced in the Winter. Investigations are on-going and funding will be discussed at their next meeting.
- Who determines how Association funds are spent?

- The Board is given the power in determining how monies are spent and on what projects. They work to prioritize needs throughout the complex.
- Does Consider It Done Maintenance, Mark Carlock, carry his own insurance and liability coverage?  
He is an independent contractor not an employee of the Villas HOA and therefore carries his own insurance.
  - Can further work be done to clear trees on the riverfront property and river's edge?  
Trees fully rooted on Villas HOA property is the prerogative of the HOA Board of Directors to trim and remove as needed. Trees in or near the river's edge are the responsibility of the Department of Natural Resources (DNR). The conservation area between Villa Lane and Riverview Lane is also controlled by the DNR.
  - Will we continue to receive commission income from AT&T?  
The Board currently believes these funds will come to an end once all co-owners have made their choices for service within the community.
  - Who is responsible for maintenance of exterior fences abutting co-owner patios?
  - Fencing is the responsibility of the HOA. Future work in this area will allow for continuity throughout the community. Fencing for units currently without is a co-owners expense. Co-owners must submit a request and plans, should they wish to add fencing in their patio areas.
  - M/M Langbehn expressed concerns about washout off their patio area. The HOA Site Manager will meeting with the homeowners.
  - M/M Barrett expressed concerns about underground downspouts freezing over the Winter. Bob Barrett has created an alternate system to drain water away from the foundation. The HOA Site Manager will meet with Bob to further discuss this option.

Meeting was adjourned at 11:03 AM.