

Villa Towers Board of Directors Meeting
Monday, July 13, 2017
Meeting Minutes

Bob Hellmuth called the meeting to order at 5:35 pm.

Roll call of Directors – Bob Hellmuth, Cathy Newman, Mike Leach. Late (6 pm): Cathy Gill. Absent: Rob Saari

Notice of meeting – Posted July 11

Secretary Report –

- Cathy N made a motion to approve the minutes of June 19th meeting. Seconded by Bob H. All in favor. Motion passed and minutes will be posted to villatowers.net.

Treasurer Report –

- Mike Leach made a motion to get an unsecured line of credit of \$100,000 from PNC Bank to be used as needed. It has a \$175 annual fee. Cathy G seconded. All in favor. Motion passed.
- Mike L made a motion that we pay for the recent purchase of 50 building keys at \$800 from the leftover 2015 assessment. Cathy G seconded. All in favor. Motion passed.
- Mike L made a motion to increase the fee for owners to purchase a new building key from \$25/key to \$50/key. Cathy N seconded. All in favor. Motion passed. Keys are numbered but recordkeeping has not been perfect. Keys are available by check only.

New Business:

- Landscaping (Bob H) – The ant issue in the dog walking area have been addressed.

Old Business:

- Armor Screen installation (Cathy N) – The tentative dates for the installation of the hurricane protection screens are July 17 and 18th with the inspection scheduled for July 19th.
- Elevator (Bob H) – KONE has sent another bill for the previously contested items totaling \$1500. We will discuss with our lawyer to determine best course of action.
- Maintenance items – Dryer vents will be cleaned in July, water pumps are being serviced by Sullivan Pump & Electric in July, and the pool filter will be changed in August.
- Flood Insurance Renewal (Bob H) –
 - Further to the BOD meeting of June 19th, discussions regarding Floodzone Revisions' contract and more recent references and a price reduction provided by AquaTerra, the following motions were made:
 - Cathy N made a motion that we hire AquaTerra instead of Floodzone Revisions to take on the Letter of Map Revision (LOMR) project for \$4000 retainer, with balance of total package, \$16,000 paid upon total and complete approval by FEMA. Mike L seconded. Discussion: The AquaTerra owner is a PE, contract is clean, and references are good. In addition, Floodzone Revisions contract negotiation was becoming difficult and our lawyer had advised against parts of the contract, which Floodzone would not remove. All in favor. Motion passed.
 - Cathy G made an amendment to the motion, that we take \$4,650 out of the leftover 2015 assessment and assess owners for \$16,000 plus any other fees before the balance is due. Seconded by Mike L. All in favor. Motion as amended passed.
 - Mike L made a motion that we will special assess for \$16,000 due in October 30th. Cathy N seconded. All in favor. Motion passed.

- The revised FEMA maps are due out in November. An uncertified version puts us in an unfavorable zone.
- Tom & Cathy Newman will be prime contacts for the LOMR project.

Adjournment: At 6:54 pm a motion to adjourn was made by Mike L. Seconded by Cathy N. All in favor. Motion passed.