

Minutes of the 2017 Annual Meeting of the Members of
The Villas at Stratford Place Association

Held on Wednesday, May 17th, 2017 @ 6:00 p.m.

At the Association Clubhouse at 3400 Hamlet Circle, East Lansing, Michigan

Directors and Officers Present: John Pulice-Director and President, Ralph Faulhaber-Director and Vice President, Greg Veltema-Director and Secretary, Douglas Springsteen-Director and Treasurer

Director Absent: Shelly Kindig-Director

Other Members Present: Rachaneeboon Ball, Wayne Cina, Pamela Dilley, Richard and Jayne Erickson, Ralph and Wendy Faulhaber, Elaine and Scott Lyon, Harold Dean and Betty Sue Mathis, Kathryn Meints, Bradford and Rebecca Mitchell, Laura A. Mittleman, Lucille Reeves, Allison Rogers, Susan and Philip Rosenberger, Mary Ann Schmedlen, Wayne and Carol Schulz, Amanda and Joel Shepard, Douglas and Linda Springsteen, Patti and Greg Veltema, James and Myrna Wieber, William Zuckschwerdt,

Other Members Present by Proxy: Svetlana Astsaturova, Kristin Blake, Mary Cline and Philip Arbena, Richard and Esther Graham-Yooll, Marilyn Jones, Shelly Kindig, Karen Lauterbach, Ying Lin, Ruilin Liu, Xuan Liu, Sandra Olenic, Scott Rolen, Mark T Wieber

Guests: Ellen Smith, Representative of Capital Area Management Services, LLC,

1. The meeting was called to order by President John Pulice at 6:03 p.m. on Wednesday, May 17th, 2017, pursuant to written notice, properly served by first class mail to all members of record setting the time, date and place of the Annual meeting. A quorum of more than 35% of the total membership being present, the meeting began. Handouts with the 2017 Annual Meeting Agenda and minutes from the 2016 Annual Meeting, along with the Association's Balance Sheet as of 12.31.2016 and the 2017 Budget were previously mailed to all members of the association with the Notice of the Annual Meeting.
2. A Formal reading of the Minutes was verbally waived by all members present. Harold Dean Mathis moved that the minutes of the May 4th, 2016 Annual meeting be approved as printed. Lucille Reeves seconded the motion. Following short discussion, the motion passed by affirmative voice vote.
3. **Reports of the Officers.** President Pulice informed the membership that Mayberry has indicated the Condominium Project will be complete, sometime in 2018. At that point in time, a total of 78 Units will exist, instead of the previously expected 80 units. Mr. Pulice further advised the membership of his knowledge of the street light situation, indicating it is still under consideration and investigation. Vice President Faulhaber offered a few positive remarks on the efforts of the Management Agent, praising their work and telling the membership how lucky we were to be served by them. Secretary Veltema described his role as Secretary of the Association, specifically indicating there were 6 Board of Directors meetings in the past year and advised of the board's efforts to create more transparency in the past year. Members were directed to check and use the Management Agents web-site "www.camsllc.net" to review minutes of all meetings, all condominium documents, including all amendments as well as current year budgets and monthly financial reports. Secretary Veltema further informed the membership that all of the Association's original Corporate records that have been passed down over the years since the inception of the Association in 2005 from officer to officer have been reviewed by him and organized chronologically. After culling the duplicates and irrelevant documents contained in the 2 grocery sacks of paperwork handed to him by President Pulice for review, all Original Corporate Records have now been deposited for safe keeping in the 4 drawer filing cabinet dedicated to the use and pleasure of the Association, which is located at the main office of Capital Area

Management Services at 411 W. Lake Lansing Road, Building C, East Lansing, Michigan 48823. Jayne Erickson circulated a yellow legal pad to those present who wished to receive periodic information electronically from the Board and/or the Management Agent. 23 units signed the list to be included in the list. President Pulice suggested resident neighbor Allison Rogers be consulted with to develop a methodology of communicating electronically such that individual neighbor's e-mail addresses did not become "public domain" information nor was the intent expressed to have it serve as an "on line neighborhood chat group." Dr. Brad Mitchell suggested perhaps 6 messages/year, but certainly not "every other day."

4. Management and Financial Report from Ellen Smith, Senior Association Manager from Capital Area Management Services. Several members expressed concerns about the status and balances in the Reserve Accounts and the desire for the Association to have a "Reserve Study" conducted, to serve as a guide for the Board and the Association membership as to the adequacy of the reserves and an anticipated time line for when those reserves would be needed for major repair and replacement maintenance issues, to avoid having to impose large special assessments to pay for things.
5. **CO-OWNER COMMENTS AND OPEN FORUM** -Comments were made regarding the snow plowing contractor and winter time lawn damage. Pamela Dilley suggested the board form "committees" to assist the board with its various functions and duties. Betty Sue Mathis volunteered to water the flowers around the club house, 3 times a week, specifically the plants in big flower pots on the Southside Clubhouse outside patio. President Pulice advised the membership that the East Lansing Police Department has assigned Officer Stevenson to serve as our community relations/safety officer, in response to a request for holding more gatherings, including educational ones, of the membership in the clubhouse.
6. **Election of 3 Directors to serve on the Board of Directors.** President John Pulice introduced the names of the 6 people who had expressed interest in serving on the Board and offered the opportunity to the 4 present to address the gathering. Hearing no further nominations from the floor, ballots were cast by the membership and tallied by Ellen Smith, Senior property manager for CAMS and Mr. Douglas Springsteen. The results of the election were Mr. John Pulice, Mr. Wayne Cina and Mr. David Mittleman were elected to the Association's Board of Directors.
7. There being no further action to come before the membership, the meeting was adjourned at approximately 8:30 p.m. All were invited to share in the cookies and bottled water furnished by
President Pulice.

Respectfully Submitted by

Reviewed and commented on by:

John Pulice-President

Ralph Faulhaber-Vice President

Wayne Cina-Treasurer

David Mittleman-Director at Large