

**CAMPUS COMMONS VILLAGE FOUR  
BOARD OF DIRECTORS MEETING  
November 4, 2019 - MINUTES**

**I. CALL TO ORDER**

Vice-President Comstock called the meeting to order at 5:30 pm.

**II. ROLL CALL**

Board Members Present: Nancy Comstock, Paul Stiffler, Jeanne Garcia, Evelyn Margolin

Board Members Absent: None

Helsing Group Representatives: Tim Souza, Maggie Nelson

Homeowners Present: Bruce and Diane Rogers, Marilyn McDonald Jarboe, Sue Arwood, Julio Coltes, Jakie Moran, Agnes Dykstra, Sharon Vroman, Trish Stradleigh, Jane Fricke, John Kelly Joanne Medwid, Eilene Lambdin, Marty Stiffler, Edra McDonald

Duckie Peterson, Gary Slavit.

**III. BOARD VACANCY**

*Motion made to appoint Steve Brenner to fill the vacancy left by retiring Board member Bill Wilder. (M/S; Carried Unanimously)*

**IV. APPROVAL OF MINUTES**

The Board reviewed the minutes from the July 8, 2019 Board Meeting.

*Motion to approve the minutes from the July 8, 2019 Board Meeting as submitted. (M/S, Carried Unanimously)*

**V. HOMEOWNER OPEN FORUM.**

Homeowners pointed out the lack of grass outside of 921 and 923 Commons Dr. Management will look into this.

935 Commons was concerned about a leaning tree. Management will meet with Arborwell Tree Service

Campus Commons security issues were brought up. Park Board is looking into use of drones for surveillance.

Marty Stiffler volunteered to seek volunteers to meet and recommend ways to make our Village more secure.

**VI. TREASURER'S REPORT**

**General Report**

Paul presented the most recent Budget report as of September, 2019. We are a little over budget, but should be okay by the end of the year. The Park Board raised its fees charged to the Villages, but the V-4 dues will remain at \$358 per unit, per month for 2020. Reserves are adequate.. Budget will be sent out by Management by December 1<sup>st</sup>.

*Motion to accept 2020 budget, (Carried Unanimously)*

**CPA – Proposal for 2019 Year End Financial Report and Taxes**

**Browning 2020 Reserve Study**

*Motion to approve CPA 2019 Proposal in the amount of \$1,245.00 and the 2020 Browning Reserve Study in the amount of \$100.00. (M/S Carried Unanimously)*

**VII. COMMITTEE REPORTS**

**A. Architectural Changes Committee**

Evelyn Margolin was confirmed as Board representative  
Architectural/Landscape Change Committee will split and be separate from  
Landscape Committee

**B. Paint Committee Report – Evelyn Margolin**

Evelyn spoke about the ongoing painting of the homes. Power washing to start  
this week on 2329, 2331, and 2333 ARD.

Master Craft will notify homeowners when front doors will be painted.

**C. Finance and Maintenance Committee**

a. Resignation of Bill Wilder and Confirmation of Paul Stiffler as Chair

**D. Long Range Landscape Project Committee**

Paul Stiffler is Chair & Board Liaison, Gary Slavitt is Project Manager.

Gary Slavitt gave a presentation on the present condition of our landscape and the  
proposed Landscape Plan for V-4. The work will be done in four phases.

Phase One: Goals & Objectives - June, 2020

Phase Two: Requirements & Specs – December, 2020

Phase Three: Design Consultants – June 2021

Phase Four: Construction – Late 2021; Spring 2022

*Motion made to proceed with the Landscape Project as outlined  
(M/Comstock; S/Garcia; Carried Unanimously)*

**VII. MANAGEMENT REPORT**

***Delinquent Accounts***

All owners in the 30, 60, 90 day columns of the Accounts Receivable or Delinquency report of  
the most recent financials are to be sent to collection in accordance with the timelines of the  
collection policy, including but not limited to recording a lien against the property.

**VIII. NEW BUSINESS**

**XII. DATE OF NEXT MEETING**

The next Board Meeting was scheduled for January 27, 2020 at 5:30 pm.

**XIII. ADJOURNMENT**

The meeting was adjourned at 7:15 P.M.

Respectfully Submitted,



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Jeanne Garcia  
Association Secretary

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January 27, 2020  
Date Approved: