

PROPERTY MANAGER

GLENN KIRKHAM

OFFICE MANAGER

WENDY CANTWELL

MAINTENANCE

DOUG BENSON

DOUG WHITING

JOHN SCOTT

GROUNDS

MARK VANKAMPEN

JIM STREETER

ADMIN. ASSIST.

LYNDSEY MORRISSEY

BOARD MEMBERS

DEB ROBINSON

DORIT CARD

BERYL WATTERS

TOM MORRISSEY

TRISH DAUTERMAN

OFFICE HOURS

MONDAY—FRIDAY

8:00 AM—12:00 PM

1:00 PM—5:00 PM

**CONTACT DIRECTORY
OFFICE**

(517) 882-3461

EMERGENCY MAINTENANCE

(517) 202-7820

POLICE NON-EMERGENCY

(517) 483-4600

EMERGENCIES

DIAL 911

WEBSITE

**VILLAGETOWN-
HOUSES.COM**

Village Townhouses

VOLUME 1 ISSUE 8

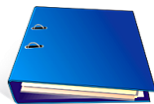
FEBRUARY 1, 2009

Thanks Trish

The Board of Directors and the Village Staff would like to Thank Trish for volunteering her time to organize Game Night. This was an opportunity for the members to have some fun and a chance to meet other members. However due to a lack of participation, game night has been cancelled until further notice.

Handbook!

If you have not picked up your new handbook from the office we encourage you to do so. **Effective February 1, 2009 the new Handbook and Occupancy Agreement are effective along with the By-Laws that the members approved in June 2008.** Additional Saturday office hours are open for your convenience. The next date in February is **February 7, 2009 from 9:00 am to 1:00 pm.**



Monthly Payments

We are still receiving checks and money orders with no addresses on them. Please write your address somewhere on your payment. Your address and street name abbreviated is your unit number. Please also double check to make sure you have signed it and your payment amount is correct.

Tax Time Will Be Upon Us Soon!

The Annual Household Income review policy and procedure changed this past August. Now there are only two forms to complete per household. Income information is easier than ever, just remember to make a second copy of your filed 2008 Federal Income Tax (page one and two) and schedule C for those who are self employed. Instructions will be included for those who do not file taxes. Members who are due for review for the months of January through July will be receiving their very small household income review packet by mail between March 1, 2009 and April 30, 2009. Please feel free to call the office for any questions you may have.

Snow Removal

When our staff is removing the snow from the parking lots please do not approach the vehicles from the rear as you may not be seen and we would not like to see an accident occur.

Salt

Salt can be picked up at the office next to the garage. Please bring your own container for salt. We have been going through a lot of salt in the bin at the office. Please take only what you need for your use. **Also the bin will only be out from 6:30am to 5:00pm Monday thru Friday.** Please plan accordingly.

Winter Weather Reminder

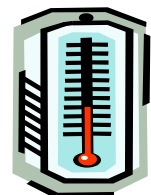
As snow, sleet, freezing rain and ice accumulate in the parking lots, **please be extra cautious when walking to and from your vehicle and dumpster.** In order to assist our maintenance staff, please move your car to areas where ice and snow has already been removed so that they can properly clear the entire parking area to make it convenient and safe for everyone.

Clean up pet feces

As the temperature begins to warm up and the snow thaws please remember to go out and clean up after your pet. Please help keeping Village look its best by doing your part.

Open Doors or Windows

When the temperature is below 40 degrees, doors and windows are to be kept closed. If doors or windows are observed open, the Member will be charged a fee for each door and/or window open. This fee will help offset the heating costs charged to the Cooperative.



General Meeting Agenda

- Executive Session 6:00 pm - 6:30 pm
- Call open meeting to order: 6:30 p.m.
- Determination of a quorum
- Visitors Comments
- Acceptance of minutes from the last meeting
- Board Reports/Comments
- Management Report
- A. Marketing
- B. Maintenance
- C. Financial
- D. Items since the last meeting
- Adjournment of open meeting

Recycling

Each townhouse is furnished with a gray or green recycling bin. Each member must mark this bin with their address. The items that can go into the recycling pick up is newspaper, aluminum and tin cans, all colors of glass, magazines, plastic milk jugs and containers. **The pick up day is every Tuesday, unless the Tuesday is a federal holiday.** Members are to place their at the curbside before 8:00 am on Tuesday and a truck will empty the bin. **Bins cannot be placed outside before 6:00 am on recycling pick up day.**



Snow Piles

The Village staff need your assistance with the snow piles on the property to help make sure that kids are not playing on the snow hills digging holes while lots are being plowed during business hours. With the holes in the snow piles it is hard for the Maintenance staff to see if kids are hiding in those holes while plowing the lots.

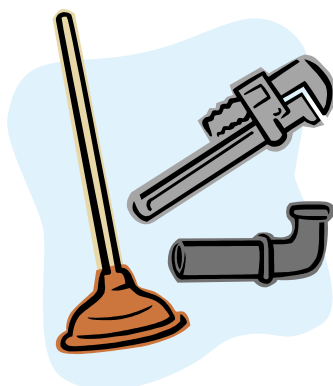
Maintenance Tips

Just a reminder that only toilet tissue is to be flushed down the toilet. The toilet and plumbing is not designed for any other articles to be flushed in the sewer lines. Your cooperation is appreciated in this manner.



Drains

Please do not put any type of drain openers in a slow or plugged sink drain. Call maintenance for assistance in cleaning out your pipe drains. If you do put a drain cleaner or opener in your sink lines please let our staff know prior to working on the lines. As this puts out staff at risk by having a chemical substance come in contact with them.



Sugar Heart Sandwich Cookies



Prep: 20 min
 Inactive Prep: 2 hr 0 min
 Cook: 8 min
 Total: 2 hr 28 min

Ingredients

- 1 recipe Sugar Cookie Dough, at room temperature
 - 6 ounces cream cheese , at room temperature
 - 4 tablespoons unsalted butter, at room temperature
 - 1/2 cup confectioner's sugar
 - 1 tablespoon pomegranate juice
 - Small red sugar hearts, for decorating
- Equipment: 2 1/4-inch round cookie cutter, 1 1/2-by-1-inch heart-shaped cookie cutter

Directions

Cook's Note: Click [here](#) for Alton's Sugar Cookie Dough recipe. Prepare dough as directed and chill for 2 hours. Preheat the oven to 375 degrees F. Sprinkle a work surface and rolling pin with confectioner's sugar and roll out dough to 1/8-inch thick. Move dough frequently to prevent it from sticking and add more confectioner's sugar to the work surface and rolling pin as needed. With a 2 1/4-inch round cookie cutter, cut 72 dough rounds, re-rolling dough as needed. With a small heart-shaped cookie cutter (about 1 1/2-by-1-inch), cut hearts from the center of half the dough rounds. Place the rounds and cutouts about 1 inch apart on parchment-lined baking sheets. Bake until just set but not brown, about 6-8 minutes. Let cool on the pan slightly before transferring to a rack to cool completely. Meanwhile, make the filling: In a small bowl, whisk together the cream cheese, butter, confectioner's sugar, and pomegranate juice until smooth and fluffy. Spread about 1 teaspoon filling on each round cookie and top with a cut-out cookie. Place a red candy heart in the center of each. Leftover filling can be used to sandwich the small hearts together.

February 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Carrying Charges Due Trash Pick up	3 Recycling Pick up	4	5	6 Trash Pick up	7 Membership Handbook Pick up 9:00 am to 1:00 pm
8	9 Trash Pick up	10 Recycling Pick up Rose Pest Control	11 Late Fees Assessed @ 8:00 am	12	13 Trash Pick up	14 Valentines Day 
15	16 Trash Pick up BOD Meeting 6:30 pm	17 Recycling Pick up Neighbor Hood Watch Meeting 6:00 pm	18	19	20 Trash Pick up	21
22	23 Trash Pick up	24 Recycling Pick up Rose Pest	25	26	27 Trash Pick up	28