

## MINUTES OF APRIL 9, 2014, BOARD MEETING MEADOWPOINT TOWNHOUSE ASSOCIATION

Meeting called to order at 4:00pm, at 2020 Elm Circle.

Present were: Lynch, Palmer, C. Cowling, Jennings and Hanson.

Absent: Wright, Farris and Property Manager Kurt Christensen

In the audience were: M. Cowling, Mitch Damm, Joe Emerson, Carroll Witter and John Kates

### **Minutes:**

March Minutes were presented for approval after being sent via E-Mail. With no discussion or corrections a Motion by Cowling and Seconded by Lynch to accept the March Minutes.

All Ayes. Motion Carried

Before the Treasurer's Report: President Lynch asked Joe Emerson to speak on his concerns.

He recently moved into 2004 Elm Circle. He mentioned:

- some drainage problems, and a problem with the retaining wall,
- A safety issue with ice forming because of the garage downspout, and the ice build-up on the roof over his front door.
- Cement Safety issues
- Quality of Snow Removal, he has rated this performance as Low. He also thinks they need to remove snow earlier, around 7:00 AM
- Lawn Mowers have removed the Safety Chute on their riding mowers, and is blowing grass, rocks and wood chips all over the siding, porches, inside the garage (if door open) etc...

This could become a liability issue if something unforeseen happens.

President Lynch instructed Joe to write down his concerns and send or call Kurt Christensen and CC the Board of his list of concerns. It was mentioned to Mr. Emerson, that heat tape would probably solve his ice build-up on his roof over the front door. There are several homeowners in our Association who have the same problem, and the tape has done the job. This will be the homeowner's expense.

### **Treasurer Report:**

Having been sent the March Financial Reports via E-Mail. Motion by Jennings and Seconded by Lynch to approve the March Financial Reports. All Ayes. Motion Carried.

Board Treasurer reported that our State and Federal Taxes have been paid. This tax payment was mandated because of the interest generated by our CD'S. Board member Hanson reported that another CD had matured and that he has deposited this money into a Money Market Fund Account @ Page County State Bank, Clarinda, Iowa. They are paying the best interest rate and, as we have other monies in this Bank. New Balance for our Reserve Account is \$195,893.

It was brought to the Boards attention, through our Financial Reports, that there are two homeowners who are delinquent. Board Member Hanson said he would visit with them, and see what the problem might be. He will report back to the Board at the April Meeting.

### **Treasurer Report Cont'd:**

President Lynch reported that the Association has filed a lien on the 2031 Maple Circle Property. The owner is deceased and the Board has not been able to get a hold of any executor of the estate for past delinquencies due to the Association.

*(Financial Reports now become part of the Minutes)*

### **Communication Committee:**

- President Lynch reported the results of our February 24, 2014 voting. We had two proposals on the Ballot. The first proposed change was Restriction of Rental clause; with exactly 2/3 in favor and the second change was on Assessment penalties; we received one vote more than the 2/3 required. These changes will go into effect when they are recorded at Polk County Courthouse. Our Attorney will implement this action.

*(Ballots and tally results now become part of the Minutes)*

- He reported recent deaths, Bob Inhofe, Ron Keller and Wayne Menzel.
- Within the next few weeks, there will be two groups of owners and contractors along with our Property Manager walking around our property. One group will consists of: John Kates, Ovie Palmer, Joe Emerson, Larry Hanson, Dave Lynch and Kurt Christensen. They will be checking the status of our concrete, paint, caulking, shrubs and other things that may need attention this summer. We are doing this inspection because we might be able to identify some small problem, before they become larger problems. A Punch List will be compiled. The second walk-about will be to inventory all of our trees. We have about 300 trees in our Association, and 100 of them are Ash Trees. We will need the location, type and because of the Emerald Ash Borer, we will need the Ash Trees' diameter. This is in preparation for discussions, involving home homeowners, of a plan for dealing with the expected invasion.
- The Open Garage Door problem arose... because the Association would prefer that homeowners keep their garage door closed, and it is also stated in Article XIV of the Declaration of Covenants, it was suggested that the Homeowner could purchase a "Garage Door Monitor" which would be installed inside the home. This monitor would indicate whether the door was open or closed. Cost is approximately \$20-\$40.

### **Property Manager Report:**

In absence of our Property Manager, a written report was submitted. Also available on our web-site.

Some of the items mentioned:

Spring Clean up to begin

This will entail cleaning out the cutters and down spouts

Removal of leaves on property

Trimming of trees, as needed

Lawn Repair as needed, when frost is out of the ground

Remove all Christmas Decorations

Lawn Repair

**Property Manager Report Cont'd:**

Grub worm control done in July or first part of August

Dispose of Smoke Detector, normal trash

Fluorescent lamps can drop them off at Home Depot

*(The work schedule becomes part of the minutes)*

**Old Business:**

- The increase in our Property Insurance is still an on-going concern. It was discussed about how we can reduce some of our insurance expense. Maybe take Bids for our Insurance needs? The Board will write up some specs on what we need covered by our Insurance Policy. One option discussed, but no action taken, was shifting some of the expense back to the Homeowners' Personal Insurance. More discussion later.
- Radon Gas was mentioned, if a homeowner is concerned, he/she will have to purchase a Radon Kit at their own expense to monitor inside their home.
- Parking on the south side of the street when you exit our complex was discussed. There seems to be a problem of exiting when cars are lined up on that side of the street. On the North side of this street, as you are entering our complex, there is a No Parking Sign. The Board will check with the city and see what could or should be done. If, they do implement a No Parking area on the south side, the surrounding homeowners are going to be very limited on where to park. Findings will be discussed at the April Meeting.
- Our Long Term Strategy Plans need to be created. We need to do more Preventive Maintenance with our Property to anticipate some possible expensive needs in the future.

**Board Member Cowling Reported:**

- Audit Committee: Carroll Witter, John Kates and herself will meet and have the 2013 Audit Report to the Board this summer.
- Homeowners at 2011 Maple Circle are still having some problems. It will be reported to our Property Manager, hopefully corrected to the homeowners' satisfaction.
- At the October 22, 2012 Annual Meeting, there was a Motion and Seconded to change the size of our Board from 3-5 Members to 5-7 Members. This was Approved. Attorney Qualley has advised us that since increasing the size of the Board that it should stand since that is a By-Law change and not a covenants change, therefore, needing to meet the requirements of Article III, Section 4 of the By-Laws.

There being no further business, our next Board Meeting will be May 13, 2014 at 4:00.  
@ 1902 Elm Circle. Motion to Adjourn by Hanson, and Seconded by Jennings.

Meeting adjourned at 5:45pm. All Ayes. Motion Carried.

**Phone numbers for these Board Members are in your copy of our Membership List.**

**Carol Cowling                      2007 Maple Circle**

**Bill Farris                            1915 Elm Circle**

**Larry Hanson                        1902 Elm Circle**

**Kay Jennings                        1925 Elm Circle**

**Dave Lynch                          2020 Elm Circle**

**Ovie Palmer                          1920 Elm Circle**

**Celia Wright                         1907 Elm Circle**

**Property Manager**

**Phone Number 202-7453**

Respectfully submitted

Kay Jennings