

MINUTES OF JULY 8, 2014, BOARD MEETING MEADOWPOINT TOWNHOUSE ASSOCIATION

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

Present were: Lynch, Palmer, Property Manager Gisch, Jennings, Farris and C. Cowling

Absent: Wright and Hansen

In the audience were John Kates and Carroll Witter.

Minutes:

June Minutes were presented for approval, after being sent via E-Mail. Motion by Lynch and Seconded by Palmer to approve June Minutes as presented. All Ayes. Motion Carried. It was reported to the Board that one renter has moved out and the property which had a lien attached to it (*2031 Maple Circle*), has sold and the Association has received our monies due.

Treasurer Report:

Having been sent the June Financial Reports via E-Mail. With no discussion Motion by Farris and Seconded by Lynch to approve the Treasurers Report. All Ayes, Motion carried.

(The Financial Reports now become part of the Minutes)

Communication Committee:

Discussion amongst the Board Members, President Lynch is going to check with Vicki Baker on whether or not she has any leftover "Red Book", which is our rules and regulations handed out to our new property owners. If there are no books left, several will be made and given to anyone who needs them. Property Manger Gisch asked for one of these books. C. Cowling reported that Marion Cowling is going to go to the Polk County Recorder's Office and obtain all of our recorded Amendments and paperwork pertaining to MeadowPoint Town Homes: e.g.: By-Laws, Declaration and Covenants. Will report back to the Board. It brought to the attention of the Board that we had not yet filed with the County Recorder our change to our Assessment Penalties, which was voted on by the Homeowners and Passed by the Homeowners in April, 2014. The discussion followed that we need to charge \$50.00 per Month when a Property Owners Association Dues are late. Late; being determined by the Board, to be any day after the 15th of each Month. As set out in our By-Laws, Association Dues are due on the 1st of each Month any monies received after the 15th are considered late, and will result in a late penalty. President Lynch will complete the filing of our Assessment Penalties with the Polk County Recorder. Our current Special Assessment is 15% per annum. We cannot charge any more that what the State of Iowa deems the legal limit.

Grounds/Maintenance Report:

PM Gisch along with Xtreme Tree, Inc has been working hard on our **Phase I Aggressive Tree Program**. It is almost complete, and will be coming in under bid price. Homeowners, who have expressed any opinion, have been totally satisfied. Our **Phase II Tree Program** will be started shortly. Larry, Bill, Ovie, Dave and Mark have identified the trees that need to be trimmed, or removed. Not all of the trees will be trimmed at this time. 14 Tree Stumps will be removed and hauled away. Homeowners will be notified of impending tree work. **Phase III Tree Program will begin in the Fall.**

- ❖ PM Gisch presented an estimate for tree removal, trimming etc....for \$12,300. Motion by Lynch and Seconded by Jennings to go ahead with the work estimate as presented. All Ayes. Motion Carried.

- ❖ Also presented for approval was an estimate for \$2400.00 plus sales tax to repair a retaining wall, which is original to the property, because of its poor condition. The retaining wall is between 1904 and 1908 Maple. Charleston Enterprise Inc. will be doing the work. Motion by Jennings and Seconded by Farris to proceed with the installation of the block wall with caps. **Note: the bushes that are there now will not be replaced.** The Association will be paying for this retaining wall because it is original to the property, not added by a Property Owner.

PM Gisch observed during our last hard rain, that there was a draining problem at the properties mentioned above. He is going to run a drain line from the corner of 1900 Maple Circle to an area where 1904 and 1908 Maple drain lines are located and hook them together taking all the water away from the basements.

- ❖ Estimate presented for work to be done is \$350.00 plus sales tax. Motion by Lynch and Seconded by Farris to go ahead and do the work. All Ayes. Motion Carried.

President Lynch will notify any Homeowner who needs to have their trees trimmed either in their courtyards or in the 30” allowed them; which will be at their expense. They will have to schedule their private tree trimming when the Xtreme Tree Inc Company is in the area. Mark has noted there are several homeowners that need to have their trees trimmed or removed.

Mark mentioned that our Lawn Care was getting better; he suggested that we NOT do a Grub Control application this year, it has been far too wet, and we need to get the grass in better condition before we do a Grub Control. He suggested we skip this year, but plan on doing it in 2015. Cost is approximately \$1100.

The Association paid for a window replacement at 1913 Elm Circle. A rock from the lawnmowers broke their window. Mike McCoy was contracted to do the work. The dollar amount will be deducted from our next Invoice from Ultimate Lawn Service.

Concrete: several issues were found in the walk-around. Mark will contact the cement company and do as many as possible. The concrete issues that involve safety issues will be done first. This will start in July. There is a product on the market, that bonds to the concrete that can be used over the top of old concrete instead of replacing the original concrete. This product will be used on the less severe damage.

Mark wanted to thank John Kates for walking around the property and explaining and locating our Drain Tile System. Mark was glad to know the location of the intakes, and will be mindful of them when yard work is being done.

The problem with our Dogwood has surfaced. Some of the bushes have gone to weeds and small saplings and look awful. Discussion followed about taking some of this Dogwood out, and/or cutting them to the ground and let them come up again. No consensus was clear, and it was tabled until our next meeting.

(Work Report now becomes part of the Minutes)

Old Business:

President Lynch and Board member Palmer have been in contact with several Insurance Companies, trying to decide on the best Insurance Policy for our Association. They are looking for ways to reduce our cost, but not jeopardize our coverage. It was mention that Mortgages Companies need Full Coverage. Right now we are covered for \$15M, which figures out to be \$230,000 per unit. More details at the next Board Meeting.

New Business:

- Architecture Committee: J. Emerson, Ovie Palmer and one other, not yet chosen. This Committee is required by our Covenants.
- Grounds Committee: Bill Farris, Carroll Witter and James Murphy will be asked to join this committee. This also is required by our Covenants.
- We need to form a committee to help with future document revisions. No action taken.
- Ovie Palmer requested permission to install a retractable canvas awning over his deck. Motion by Farris and Seconded by Lynch for Ovie to install the awning. (*Board member Palmer did not vote*) Ovie in a verbal commitment to the Board will maintain good workmanship condition and be responsible for maintenance and repairs. The awning will not be attached to the roof. Ovie would also be responsible for any damages that may result from having the awning installed and used. All Ayes. Motion Carried.
- Our Association Summer Picnic is schedule for August 27th, eating at 6:00pm. Location will be held on the Maple Circle Side.

There being no further business, our next Board Meeting will be August 12, 2014 at 4:00.
@ 2020 Elm Circle. Motion by Jennings and Seconded by Lynch to Adjourn. All Ayes. Motion Carried. Adjourned at 5:50pm.

Phone numbers for Board Members are in your 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	633-7151

Respectfully submitted
Kay Jennings