

MINUTES OF OCTOBER 12, 2015, BOARD MEETING

MEADOWPOINT TOWNHOUSE ASSOCIATION

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

Present: President Lynch, Jennings, Cowling and Property Manager Gisch

Absent: Farris and Hanson

In the Audience: John Kates and Steve Boeckman

Minutes:

September 8, 2015 Minutes were presented for approval having been sent via E-Mail.

With no corrections or additions, motion was made Lynch and Seconded by Cowling to approve the Minutes. All Ayes. Carried.

Treasurer's Report:

September Financial Reports having been sent via E-Mail were presented for approval. With no corrections or additions, Motion was made by Jennings and Seconded by Lynch to approve the September Financial Report. All Ayes. Carried. To be noted here are the Raises given both to our Property Manager Mark Gisch and our Treasurer/Bookkeeper Steve Grodahl. Board voted in favor of these two raises. Carried (September Financial Reports now become part of the Minutes)

Mark Gisch along with Board Treasurer Larry Hanson drafted a proposed 2016 Meadowpoint Townhome Operating Budget. The line item spreadsheet did not show any excessive raise in expenses for our operating categories. Our PM mentioned that the Buildings Maintenance had increased due to our Soffit Vent issue, and that our Buildings are getting older and will need more maintenance as time goes on. A few categories' went down in estimates, because many of the issues have been resolved, and will not re-occur for a long time. Budgeted for 2016 it appears that we might be able to allocate \$10,000 to our Operating Reserve and \$5,400 to our Capital Reserve.

Motion by Lynch and Seconded by Cowling to allocate the above amounts to the appropriate accounts. All Ayes. Carried.

After a little more discussion on our proposed 2016 MP Budget, motion by Jennings and Seconded by Lynch to approve. All Ayes. Carried.

(2016 Budget Spread Sheet attached)

Communication Committee:

Newsletter will continue to go out quarterly. There will be frequent reminders to our Homeowner of various Rules and Regulations. Dryer Vents and Chimneys are very important to be cleaned yearly as they could become a fire hazard. The Board appointed a Nomination Committee headed by Steve Boeckman to canvas our Association and see if anyone is interested in running for the 3 Board vacancies. Up for re-election is Jennings, Lynch and Hanson, all three have indicated that they will run for the office again. A letter will be sent out to all Homeowners asking if anyone is interested. Board Member Cowling mentioned that our Domain Name Contract has been renewed for 3 years. Cost is \$286.59.

Ground/Maintenance Report:

- PM Reported that we have a Mole problem. It is the responsibility of the Board to do what is necessary to eradicate the critter to protect our property. PM is going to look into ways of discouraging the critter from digging tunnels. This will be tabled until spring. If they persist, WDM Critter Control may have to be called in.
- At 1913 Elm Circle, there is a Vole problem. (Small grey mouse creature w/no tail). It has been taken care of and property owners are satisfied with results
- Ground Squirrels/Chipmunks, however, all the responsibility of the homeowner.
- One foundation repair at 1920 Elm Circle is at the side of the detached garage
- Weed problem, because of poor landscaping design, has been addressed at 1931 Elm Circle
- In a few places where the grass seed did not do well, the grass area has been aerated and re-seeded.
- Reminder there will only be one (1) Fall Clean Up of leaves and Gutters
- Reviewed our Snow Removal Contract. Lawns Plus and Property Care Services were chosen for our snow removal 2015-2016 because Lawns Plus has a Bob-Cat for the driveways, and Ultimate Lawn Care does not. Motion by Cowling and Seconded by Jennings to accept the above companies for our snow removal. All Ayes. Carried.
- PM mentioned to the Board that if any car/vehicle was parked in the drive-way, that drive-way would NOT be plowed.
- Repaired a leaking Sewer Pipe with a new rubber boot which seals to the roof. This should prevent any inside leaks for the homeowner
- In the near future all Roof Vents will be checked
- Soffit Vents: many are clogged and need to be taken down, cleaned and/or replaced. PM will spot check several and report back to the Board his recommendations. For the time being, Ultimate Lawn Care crew will clean these vents when they do the Fall Clean Up and Gutter Cleaning. Our PM will be around if there should be any issues. It was recommended to not use water, for that will get the insulation wet and could cause mold.
- Roofing Company suggested that maybe Ridge Vents would be a good idea, helping with the ventilation problem. PM will try to get representative of Roofing Company to come to the November Board Meeting to explain, and come again to our Annual Homeowners Meeting to explain in detail to the Homeowners attending.
- Some bushes along 19th street need to be trimmed or removed this will have to wait until next year.
- Property at 1941 Maple Circle is work in progress
- Two sidewalk needed concrete repairs, they are done
- PM and 2 Board Members are going to meet with our American Family Insurance agent to discuss our new Insurance invoice and coverage
- The proposed plans and design for a sidewalk and concrete patio at 2013 Elm Circle were rejected by the Board. However, upon discussion, it will be proposed to the homeowners that they could have a patio off their Sun Room, if they would use pavers. These pavers would have to be installed correctly so they are stable and not a tripping hazard.

Ground/Maintenance Report Cont'd

The above project will be reported back to the Board. By using pavers they could be removed if there was a problem in the future.

New Business:

Will have to get the Election Packets ready for mailing. Mark Gisch will work on putting together the packet needed for the Annual Homeowners Meeting. Copies will be made, envelopes stuff and then mailed to all Meadowpoint Homeowners.

There was some discussion about how to get the Meadowpoint Town Homes "RED BOOK" to the new homeowners. It was agreed that each Board Member would have a supply of 2-3 such books, and when one is needed, most any Board Member available at that time, could supple the new owners with the book.

The MP Social Committee is working on the Holiday Social; they are exploring Echo Valley Country Club. More details later.

There being no further business, our next Board Meeting will be November 10th, 2015 at 2020 Elm Circle @ 4:00. Motion by Lynch and Seconded by Jennings to adjourn the meeting. Adjourned @ 6:12pm.

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
Property Manager	Phone Number 633-7151

Respectfully submitted

Kay Jennings