

# MINUTES OF SEPTEMBER 19, 2016, BOARD MEETING

## MEADOWPOINT TOWNHOUSE ASSOCIATION

Meeting was called to order at 3:54 pm at 2007 Maple Circle

Present: President Lynch, Jennings, Cowling, Farris, Hanson and PM Mark Gisch

In the audience: J. Kates and Don Cox

President Lynch directed Don Cox to present his concerns to the Board. He had previously sent the Board an E-Mail mapping out his issues:

- ✓ Concerned that several MPTH Covenants were not being followed, and there seemed to be a hodge podge of issues. If we have Rules and Regulations, Declarations and Covenants, then it is up to the Board to enforce them.
- ✓ He/they were disappointed with the conditions of many of the Associations decks, some had not been stained, some had only boards replace which were still not stains, and the many different shades of stain/paint, and some were deteriorated to the point of unsightly. *The Board responded to this “deck” issue, by saying that the newly constructed decks could not be stained/painted for at least 6 month, per their contractor’s advice.*
- ✓ He addressed the weeds, brush piles and general condition of some homeowner’s personal space being shabby looking. Especially in the back yards.
- ✓ Had questions as to why some Radon Mitigation mechanics had to be inside some garages, while newer ones, could be vented on the outside of our buildings. He thinks the pipes should be painted the color of our siding, so the white PVC pipe is not highly visible. The HO is responsible for the painting, but when the siding is painted it is the responsibility of the Association to make sure this PVC pipe is done at that time.
- ✓ There was a 10’ downspout that is white, and he thinks it should be beige/sandy colored. *PM Gisch will check this out, and replace with the proper color.*
- ✓ One HO has an unsightly issue around and in the place of residence. He pointed out that this could be a fire/health hazard because of the close proximity of the next HO unit. *The Board will draft a letter to that particular HO, and see if we can get some clean up done. Garbage cans have to be inside the garage according to our Covenants.*
- ✓ Several people walking dogs, some are our own HO, and some are people heading to the Walking path. He has noticed that some of these people were NOT picking up after their dogs. He is noticing that some of these dogs do not conform to our Covenants on size and weight. *The Board responded that there are quite a few people that cut through our property to reach the Walking Trail. There would be no way, for the Association to enforce our Covenants on them. However, he will address again, the covenant of picking up after their dog/cat.*

**Minutes:**

August 15, 2016 Regular Board Minutes were presented for approval, after being sent via E-Mail. With no corrections or additions, Motion by Hanson and Seconded by Farris to accept the August 15, 2016 Minutes. All Ayes. Motion Carried.

**Treasurer's Report:**

August 2016 Financial Reports having been sent via E-Mail were presented for approval. Board Member Hanson made a few comments about our checking account balance, our Capital Reserve balance, and the interest earned for this period. Also discussed were the various line items, that was getting close to their budgeted amount. A preliminary 2017 Budget was passed around. Board Members will review and discuss in more details at the October meeting.

Carole Cowling presented to the Board Treasurer \$51.00, from the Summer Social. The homeowners present took up a collection, to help defray the cost of the meat. Carole and Marion Cowling did not want to be compensated, and gave the money back to the Association. After a short discussion, it was decided to make a deposit to our Social Committee line item in the Budget of \$51.00. Motion by Farris and Seconded by Cowling to accept the August Financial Reports as presented and to accept the \$51.00 deposit to the Social Committee Budget.

All Ayes, Motion Carried

*Financial Reports now become part of the Minutes.*

**Communication Committee:**

President Lynch will address more of the above concerns in his Newsletter, he will once again point out that we have certain color schemes for our front doors, our deck color, whether it be a stain or a paint, our landscaping plans need to have Board Approval, and he will also ask each and every homeowner to check around their property and if it needs attention, it is up to the homeowner to cleaning up the weeds, or deck repairs/privacy fence or brush piles. We want our property to be as attractive as we can make it. Everyone needs to cooperate in this venture as it is in the best interest of each and every homeowner to keep our valuations up. President Lynch will draft a letter to the offending homeowner about the deplorable conditions on the property, and setting a fine if he/she does not get this cleaned up in a timely manner.

President Lynch told the Board that we need to get ready for MPTH Annual Homeowners Meeting. It will be held in December at the West Des Moines Library. President Lynch will advise as to the date and time. Two (2) Board members are up for re-elections. The two (2) Board members told President Lynch that they would not be running for re-election.

Our Nominating committee, Hanson, Farris and Boechman will meet and ascertain if anyone in our Association is interested in running for the Board. They will report back at the October regular Board Meeting. When the time comes, we will need some help with the folding, stuffing and mailing of the election ballots. If you are interested in helping at a future date, please let us know.

### **Grounds/Maintenance Report:**

- Have had Ultimate Lawn Care treat our lawns for a fungus that seems to be causing problems. Some lawns are responding and some are not, he will check into this further.
- Will install the beige/sand colored downspout, as stated by the Homeowner.
- Keeping tabs on our remaining Ash Trees, when the hot weather came, more and more of our Ash trees starting showing signs of distress. In PM opinion, probably by next year we will have removed all of our Ash Trees.
- PM Gisch presented the Board with a proposed 2017 Budget. Knowing some of the line items will be increased because of the Emerald Ash Borer, and some will be decreased, because we are keeping our buildings/property in good repair. He mentioned to the Board that under Landscaping Line Item, he has included all brush trimming, clean up, removal and all mulching. He wanted this separate from the Tree Line Item. Looking ahead, he suggested that we raise our Monthly Dues per homeowner by \$10.00 (Ten dollars) per month for January of 2017. He explained that in the next 5-6 years we are going to have to paint all of our buildings. The siding was installed in 2007, and the contractors advised that they would have to be re-painted in a 10 year time frame. By increasing our dues by \$10.00 per month, we could put away in our Capital Reserve Account around \$8,000. Per year. With this slight increase we might not have to consider a Special Assessment to cover the expense of this project. We need to do Preventative Maintenance to our entire property to keep from having a large expense at any one time.
- To do yet, some stump removals, 2 more Ash Trees to be removed, a River Birch to be taken out and the shrubs along 19<sup>th</sup> street to be removed.
- At 2007 Elm Circle, the Curb Shut Off valves (water) is broken and no longer works. The driveway will have to be broken up and the 3 valves replace. A Bid from Rhiner Plumbing to replace these shut off valves plus labor was \$4450.00, Motion by Jennings and Seconded by Farris to have PM Gisch go ahead with this job. All Ayes. Motion Carried.
- There will be a Fall Clean Up and Gutter Cleaning. We should have a reduced Fall Clean up Invoice, because we have taken down several trees. PM Gisch and any Board member who wants to come along, will walk the property and assess if any more trees need to be taken also at this time they will assess conditions in the rear of our units, for weedy, un-kept areas that need cleaning up. This clean up would be the homeowner's responsibility.

President Lynch left the Board Meeting.

**Old Business: None**

### **New Business:**

The 2017 Budget, homeowners concerns, and Board Elections. All of these items were covered under **Communication Committee** and our **Grounds/Maintenance Reports**.

There being no further business, Motion to adjourn by Farris, and Seconded by Hanson. All Ayes, Motion Carried. Meeting adjourned at 5:26pm. The October Regular Board Meeting will be held on October 17, 2016 at 4:00. Place of Board Meeting to be decided later.

**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