

**Meadow Point Townhomes Association Board Meeting
May 16, 2022; 4:30 p.m.**

LOCATION: The meeting was held in person at 2044 Elm Circle.

ATTENDANCE: Kent Feise, Kristine Milburn, Steve Boeckman, Jim Gammell and Sara Schlievert

ABSENT: Mark Gisch, property manager

CALL TO ORDER: President Milburn called the meeting to order at 4:34 p.m.

SECRETARY'S REPORT: Schlievert moved and Freise seconded approval of the April 18 minutes. Motion approved.

TREASURER'S REPORT: Treasurer Freise reported that the records show we are ahead of budget as of the end of April in part because three people paid their dues for the entire year. Total revenues sit at 36.3% of the projected amount budgeted with one-third of the year elapsed. Total expenditures were at 23.4% overall, compared with the budget. Only snow removal expenses at 67.1% of the budgeted amount and bank fees at 36% exceed the budgeted amounts for the first four months of the year. The snow removal percentage will decline when spread over the spring, summer, and fall months.

The return on members' equity totals \$32,857 through April 30, compared with a projected \$18,630 for the entire year. Freise reported that the annual audit will take place next week.

Upcoming expenditures include concrete replacement at an estimated \$17,500, lawn care (mowing), and a downpayment on a new fence separating the association from the strip mall on the property's south edge. Boeckman moved and Schlievert seconded the treasurer's report. Motion carried.

COMMUNICATIONS: Milburn will send a blast email to homeowners reminding them of the spring cleanup/trash removal the first full week of June.

PROPERTY MANAGER'S REPORT: Freise relayed Property Manager Gisch's report in his absence. Water stains on ceilings in three units have been reported. (See board's decision in NEW BUSINESS regarding who is responsible for repairs). Lawn seeding and repairs, particularly in areas where trees have been removed and where the snow removal crews tore up the turf are scheduled to be done this week. LR Contracting will complete warranty work in June. Some minor touchup painting is needed especially on the lower trim boards around garages. That will be done after the concrete work is completed. Three recently planted trees have died. They will be removed and replaced.

OLD BUSINESS: Freise reported that he received three bids to replace the fence on the south side of the property. Only one was compliant. The other two missed the deadline and didn't fill out the form correctly. The compliant bid from Central Iowa Fencing in Prole was for \$48,534 and would use Trex materials to improve longevity. The company estimated that it would take five-to-six weeks to get the materials.

Schlievert moved and Milburn seconded a motion to accept the Central Iowa Fencing bid. Motion carried.

Schlievert requested proposals from five companies to replace the entry sign. At the time of the meeting, she had received a response from one company. She will continue to follow up with the other companies.

NEW BUSINESS: The board reviewed a written request from the homeowner at 2021 Elm Circle for a variance on a dog that exceeds the weight limit in our covenants. The dog belongs to a roommate who lives in the lower level. Board members decided to table the request until they could get additional information from the homeowner regarding the dog and the living arrangement with the roommate. Milburn will send a letter to the homeowner asking for the information needed.

A homeowner on Maple Circle complained about the patio lights on the back of a house on Elm Circle shining in her windows. Milburn will talk to the homeowner on Elm Circle about turning off the lights except when they are being used on the patio.

Board members discussed what should be the association's policy regarding the responsibility for repairing water stains on ceilings in our units. It was decided that moving forward homeowners will be responsible for the repairs unless they are caused by damage to the roofs. In the case of roof damage, the association will be responsible for repairs. The board made an exception for two homeowners who reported ceiling stains prior to the new policy.

It was noted that the homeowners at 1916 Elm have planted flowers along their sidewalk in the association-common area. Milburn will contact the homeowners and ask them to restore the area along the sidewalk to its original condition after the growing season ends this fall.

ADJOURN: There being no further business, Schlievert moved and Freise seconded a motion to adjourn the meeting. The motion was approved and the meeting adjourned at 5:56 p.m. The next board meeting will be June 20.