

**NOTE: These minutes need to be approved at the 2016 Red Cedar Canyon  
Townhouse Association annual meeting.**

Red Cedar Canyon Townhouse Association (RCCTA)

Annual Meeting Minutes

Wednesday, September 30, 2015 — 7:00 p.m.

Hudson High School Cafeteria — Hudson, WI

6:30–7:00 P.M.

Public Comment Session

Board members and Aaron Hanson of Nature's Touch Irrigation, Brian Pechacek of Pechacek's General Contracting, Lyndon Rieber of American Family Insurance, and Nicole Battles of Cities Management were available to talk with residents about their questions and concerns.

1. Call to Order: Meeting called to order by President Larry Williamson at 7:00 p.m.
2. Roll call of Board Members: Present: Larry Williamson, president; Gene Hoff, vice president; Mark Meydam, treasurer; Beth Gaede, secretary; Kerry Geurkink, member-at-large.
3. Proof of meeting notice: All members were mailed notice of the meeting at least 10 days prior to the meeting. No objections to notice. (Quorum noted: 33 members present and 13 proxies turned in, for a total of 46 owners present either in person or by proxy.)
4. Review of 2014 minutes: John Maas moved and Len Harvey seconded a motion to dispense with the reading of the minutes. Gene Hoff moved and Mark Meydam seconded a motion to approve the minutes as written. Kerry Geurkink moved and Mark seconded a motion to amend item 6.a. to read that the Investment Committee meets quarterly. Motion to amend approved by the board. Motion to approve the minutes approved by the board.
5. Reports of Officers
  - a. Treasurer's Report  
Treasurer Mark Meydam reviewed the August Treasurer's report showed the current balances in our checking, savings and investment accounts. Mark explained that the reserve investment account rises and falls based on expenditures, deposits from members' dues, and activity in the stock market. After the roofing project is completed next year, the reserve fund balance will generally increase. Mark reviewed expenses incurred by the association that were not included in the 2015 budget. Mark also highlighted changes in the budget for 2016. We will increase dues to \$265.00 per month. An increase in payments to the reserve fund will constitute 51 percent of the increase in dues. Operating expenses will consume 49 percent of the dues increase. Mark also reported that Applegate has confirmed that automatic dues payments have been cancelled, so homeowners do not need to do anything to cancel

b. President's Report

President Larry Williamson thanked his wife and the other board members for their support this past year.

6. Report of Committees

a. Reserve Investment Committee

Board member-at-large Kerry Guerkink explained that association funds are separated into several accounts. One year's worth of expenses are kept in an account at WESTconsin Credit Union in what amounts to a cash account. The reserve funds are invested with Northwestern Mutual according to a moderately conservative investment policy. The committee does not anticipate making changes in association investments unless the stock market changes significantly.

7. Unfinished Business

- a. Roof replacement project: Eight fourplexes will be reroofed next year at a cost of \$168,000, completing the roofing project. Screens on dryer vents that have clogged the vents have all been removed.

8. New Business

- a. Lanes will be sealed and sinkholes repaired in October. Homeowners will be notified by broadcast e-mail before the work begins.
- b. Green/Oasis will be trimming bushes in mid-October. Homeowners will be notified by broadcast e-mail before the work begins.
- c. Gutters will be cleaned the first week in November, following an inspection in late October. Homeowners will be notified by broadcast e-mail before the work begins.
- d. The RCCTA directory will be coming out in November. New owners were advised to give contact information to Nicole if they want to be included in the directory.

8. Election of Board Members

Beth Gaede and Kerry Geurkink agreed to serve new three-year terms on the board. No nominations were received from Applegate, and none were submitted from the floor. John Maas moved and [redacted] seconded a motion to elect Beth and Kerry. Motion approved unanimously.

Agenda items 9, 10, and 11 were not addressed in the meeting, because Kerry and Beth were unanimously elected.

12. Q&A for Board of Directors

- Jackie Peterson asked if there is a plan for trimming maple trees and arborvitae. Larry explained that the board has been trying to catch up with tree maintenance. Last year 203 trees were trimmed, and the board plans to address remaining trees in the coming years.
- Mary Jane Griffin said her name is not on Applegate's list of cancellations and was advised to check with Applegate and perhaps her bank.
- Ivy Takkunen asked about plans for trimming the amur maples. Our landscaping contract specifies that they will be trimmed when at seven feet or less. With most exceeding seven feet, the contract does not cover trimming the amur maples. The board recognizes

that they are overgrown and need special attention. The current plan is to address amur maples in November, after the leaves drop.

- Gail Law asked if the change to Cities Management means that we will now have a new lawn and snow contractor. Larry explained that we have a three-year contract with our current landscape company. Continuing the contract is important so we can establish the good communication essential to the level of service we want.
- Chuck Metz asked what is being planned for maple trees with roots that are growing toward patio slabs and foundations. Larry acknowledged that the board is aware of the problem and has been talking about how to address it.
- Larry thanked homeowners for being the association's eyes and ears to notice and report issues that need to be addressed.
- Larry invited owners to ask Nicole Battles any questions they might have for Cities Management. She encouraged homeowners to call Client Services if they have problems setting up their homeowner account on the Cities website.

14. Adjournment: The meeting was adjourned at 7:56 p.m.