

Crown Colony HOA
Board Meeting Agenda
10-17-2024, 5pm
Michelle Messer's Unit 530

- I. Call to order (Steve)
 - A. Meeting was called to order at 5:04pm
 - a. Board members: Steve Wiseman, Michelle Messer, Kenny Cronin (Zoom), Pam Kenyon
 - b. Owners: Stu Shephard
- II. Comments from residents (All)
 - A. In-person or those received via text, email: Stu attended the meeting to ask if Crown Colony should consider HomeServe insurance to protect individual owners from the risk of waterpipe/water line breaks. A friend in West Des Moines recently had this happen, and the insurance coverage made a significant difference in the repair bill. Stu spoke with a person at HomeServ who said it depends on who owns the land under the units. The Board agreed to look into the matter. (We will also bring to Jeff Horner of Property Management by Design for his opinion.)
- III. Treasurer's Report (Kenny). Kenny gave the report; nothing remarkable. The budget will see a \$65/month savings when we cancel our QuickBook account (no longer needed with Property Management by Design oversight). **Unanimous Motion:** Treasurer's report approved.
- IV. Business Items
 - A. Items outstanding from prior meeting
 - 1. Interior slider doors/windows uniformity.
 - Pam reported from the Handbook that owners are asked to always consider the exterior, visual appeal for design and uniformity when selecting new interior fixtures.
 - 2. New black exterior lights.
 - **Motion:** Pam moved that the board put the exterior light replacement project in the Capital Improvement Plan for FY 2025. **Seconded by Michelle.** Motion passed. (Stu asked to be on the record that he and Becky would prefer white replacement lights. The board reminded Stu that the move to select black exterior lights was voted and approved at the July 2024 Annual Meeting.)

3. Dirt levels behind building 200
 - Michelle to talk to Miller Outdoor for assessment.
4. Gutter work complete on building 500 and Unit 340
 - Invoice paid to Iowa Roofing.
5. Tree removal/replacement planting
 - Trees to be removed and grinding of stumps, end of November.
 - Replacement trees will be planted in the Spring. Owners in units 210 & 220 selected the replacement trees from the catalog.
6. Weeds in sidewalk and driveway cracks.
 - Miller Outdoor will add this task to our monthly quote for 2025.

B. New items

1. Road/concrete damage (repaired in 2023).
 - a. Steve talking to Speck about the concrete breaks in the road.
2. Handbook and Bylaws updates.
 - a. With the transition to Property Management by Design the board believes it's a good time to look at and review/update of our governing documents. Board agreed to table this discussion until 2025. (Shrub trimming; yearly gutter cleanout; signs & flags)
 - b. Any additional issues/concerns

C. Property Management by Design – discuss update to Crown Colony Owners

- a. Communication, financial impact, using the Residence Center Portal
- b. Timing of communication to owners.

V. November meeting: 3rd Thursday of the month – November 21, 5:00pm, Pam Kenyon's, Unit 440.

VI. Adjourn 6:35pm

Respectfully submitted,
Pam Kenyon, Secretary