

## **CRAFTSMAN AT GREENVIEW CROSSING OWNER'S ASSOCIATION**

### **Minutes of Regular Board Meeting – November 21, 2024**

Ankeny First United Methodist Church / Meeting Room 105 / Meeting came to order at 6:06PM

#### **Attendees**

Board Members: Marlyn Larson, Marie Kline and Elise Smith

Conlin Property Manager: Karson Kerrigan

Community Members: John Newell and Tom Reese

#### **Homeowner Forum**

Newell and Reese attended for the purpose of volunteering to join the Board of Directors.

The meeting Agenda was set aside to discuss this and it was unanimously voted that they be accepted to the Board. Newell will replace the Secretary position left empty by Hollie Allbaugh. He will serve the remainder of this year and one more year to finish her term. Reese will be considered a Member at Large and will serve through the end of this year. He is willing to also run for a position for 2025 – 2026 that takes place at the 2025 Annual Meeting in April.

#### **Financial Reports**

After reviewing the financial reports, Larson pointed out several errors in the report and due to many misplaced numbers in the wrong columns, it was decided that the Board was not able to approve them. Karson will go back to the Conlin accountant with the information and ask for corrected financials.

#### **Property Managers Report**

- The letter from the BOD went out to all Homeowners. No comments or questions were submitted to Conlin or Karson afterwards.
- Extreme Tree will handle the removal of one tree on each for the following addresses:
  - 3602 Raintree Drive
  - 801 Redwood Lane
  - 812 Redwood LaneKarson will notify owners when he finds out the timing. The cost per tree is \$370 which includes stump removal. He will check on how much additional it would be to remove the roots for those that may need that done.
- TNT will be planting a Crimson Maple tree in the front yard of 818 Redwood Lane
- Garage Door Replacement (Some of this information came in post-meeting)
  - 818 Redwood needs a Garage door replacement. Karson to get two estimates to do so
  - 802 Rosewood needs bottom garage door panel replaced due to rusting. This is a Wayne Dalton door.
- Cement work
  - A bid by AMP was accepted by the BOD to repair driveways which have dropped at least 2" below the level of their garage. (Craftsman policy is that any driveway with a drop of at least 2" will be mud-jacked to be level with the garage floor.) The work cannot be completed this year, but the 2025 budget will include the cost of doing this at:
    - 3706 Raintree Drive - \$1,050.
    - 3701 Raintree Drive- \$900.
    - 813 Rosewood Lane - \$1050.

***(Post Meeting Note – these were completed during a day of warm weather.)***

- Large Gaps between the back patio and house to be reviewed by a driveway company for suggestions on how best to handle this at:
  - 806 Rosewood Lane
  - 3706 Raintree Drive
- Karson will contact City of Ankeny to see if they will fix the height of the Water shut-off valves which are well above the level of the surrounding cement and create a tripping danger at 806 Rosewood Lane.

#### Unfinished Business –

- The 2025-2026 Budget was completed and approved
- \$300 payment to the Methodist Church was paid for the use of their room on a monthly basis.
- A decision was not made on if Latitude 41 or Shades of Green will be our winter snow removal company. Marlyn directed all Board Members ready the Latitude contract which is much less than the Shades of Green contract. **A vote must be taken via email before Thanksgiving** to assure we can reserve a spot with the company that we choose. *(Post-meeting note: The vote passed to move forward to use Latitude 41 for snow removal in 2024-2025.)*
- Subcommittee involvement will continue to be encouraged and noted at the Annual Meeting. As of now, we have at least one volunteer for each of the committees.
  - Reserve Committee – Meet at least twice a year to identify concrete issues and make a recommendation to the Board (Don Butler offered to serve on this committee)
  - Architectural Committee – Review AVR's requesting changes and make their recommendation to the Board (Marie Kline and Elise Smith offered to serve on this committee after their Board positions were ended.)
  - Landscaping Committee- Tracking and taking charge of which trees need to be removed or replaced. Also reviewing submitted landscape plans of homeowners and give their recommendation to the Board. (Maureen Korte offered to volunteer on this committee)
  - Maintenance Committee – Head the twice a year walk-arounds and give their suggestions for improvement to the Board. (Tom Reese volunteered his help on this committee)
- It was not decided if a December meeting will be needed. The Financials must be corrected, reviewed and passed before the end of the year and a decision on snow removal must be made and the contract signed soon.
- If no December Meeting is needed, the next meeting will be January 18, 2025 / 6-8PM / First United Methodist Church Room 105 per usual.

Marie Kline, Vice President