

SOUTHWICKE TOWNHOME ASSOCIATION

BOARD of DIRECTORS MEETING

Date: May 13, 2025

CALL TO ORDER: 5 p.m.

ATTENDANCE: Janet Johnson, Charlie May, Keith Sandvig, Phil Betts, Carolyn Buseman, property manager Mark Gisch.

GUESTS: Sharon Dixon, Deb Bray, Ellen Vanderhoff

SECRETARY'S REPORT: Meeting minutes for April 8, 2025 were moved approved by Charlie; seconded by Keith. Approved as written.

TREASURER'S REPORT: Keith reported a 3.6% interest rate on savings account. Bills presented for recording fee, brush removal, grass seed, tree, and electrician. Charlie moved to approve bills presented, Carolyn seconded. Passed favorably.

OLD BUSINESS:

- Special meeting results amending board member count from 4 members to 3-5 members passed and recorded. Phil Betts appointed to board as member at large. Keeping pole street lights as is.
- Compliance letters sent in April were resolved.
- State Farm Insurance renewed without increase.
- Trees planned for planting May 28, weather permitting, around Unit 71.
- New concrete replacement planned for later in May, no specific date scheduled.
- Grounds pruning and weeding completed by Phil.
- Additional estimates for tiling/repair in two areas, with work delayed possibly till next year.
- Retaining wall bids continue to be addressed, with several companies working on plans and cost.
- Paint bids, plus repair, discussed.
- Soffits and fascia, waiting. Mark to check if we received defective product.
- Unit 3 dry wall repair on hold, waiting for hard rain to be sure roof leak is secured.
- Rules & Regulations overview, ongoing.

NEW BUSINESS:

- Phil, appreciation tree. Motion to approve by Carolyn, seconded by Charlie.
- Residents concern about paint colors of window frames was discussed. Colors need to be similar as used on original wood windows. No painting will be done to newly installed, maintenance free windows, with warranty.
- Entrance flag concern was addressed. New flags will be purchased by association. Volunteer needed.
- Gutter cleaned behind Unit 25. Possible roof leak with dry wall damage, not yet assessed.
- Unit #68 rental agreement with both association and city paperwork completed. Phil moved to accept, seconded by Carolyn.
- Unit #18 memorial tree discussed. Carolyn will notify resident to finalize.
- Bare lawn spots at several units was addressed. Phil will mark and seed.
- Bid to fix leaning entrance light pole from Baker Electric to be addressed. This was to be completed in 2023.
- Possible new light sensor needed on Units 28-31 building. Carolyn made motion to check and repair, 2nd by Charlie, passed.

Meeting adjourned. Moved by Charlie, seconded by Phil.

NEXT MONTHLY BOARD MEETING: June 10, 2025 at 5 p.m. Unit 20.