

SOUTHWICKE TOWNHOME ASSOCIATION
BOARD of DIRECTORS MEETING
Date: March 11, 2025

CALL TO ORDER: 5 p.m.

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

GUESTS: Sharon Dixon, Martha Vukovich, Philip Betts, Tom & Laura Snyder, Deb Bray, Jean Schweer, Barb Jorgensen, Paul Spragg

SECRETARY'S REPORT: Meeting minutes for February 11, 2025 were moved approved by Charlie; seconded by Keith. Approved as written.

TREASURER'S REPORT: Treasurer Keith Sandvig noted checking account now at \$70,839.88. Our savings account is \$75,146.46. Charlie moved to approve invoices; Carolyn seconded. Passed favorably without discussion.

OLD BUSINESS:

- Breaker box inspection was completed. Unit 16 & 65 replaced by Baker Group.
- Midwest Construction has not been contacted. Mark addressed soffits and fascia, stated when Buresh Construction was here for roof issue on #3 he looked at and said it was faulty installation. Not sure our warranty will cover, but will discuss with Midwest Construction. Mark will bring bids from Midwest Construction next month.
- Unit #3 water leak problem addressed. Buresh Construction took pictures of a gasket on roof that appears torn, checking for a water trail. Not convinced that is the lead, but will fix and again wait for rain. Issue has been going on since 2023.
- Mark still needs to return one gallon of Southwicke paint, this will be available to all homeowners by contacting Carolyn, Unit 20, and will be available for porch pickup.
- Grounds report was given by Martha detailing an arborist from Bentley Ridge. The entire grounds were assessed and a 5–6-year plan for trees/bushes will be developed. Priorities were discussed for EP True frontage and Unit 71 where trees were removed. The arborist suggested pruning of trees/bushes. The grounds committee of Martha and Phil volunteered to do pruning on Monday, March 17. Any volunteers would be appreciated. All plantings will be done according to priorities and budget. Crab apple trees were discussed as being too messy to keep, with possible future removal.
- Previous Southwicke records have been reviewed. All records before 2015 will be shredded. It is prudent to keep records for ten years, however most records from 2016-2024 were not located. Keith is keeping tax records and his financials for the past seven years.
- Street pole lights will be removed by Baker Electric. This was voted unanimously by the board. Documentation was distributed showing the street light disfunction history from 2002-2024 with 8 years unaccounted for because of loss of records.
- Special meeting will take place in April/May. This concerns board member numbers and community vote on pole light replacement. A notice will be sent with details noting place, time, and content.
- Snow removal was reviewed by Keith and Mark.

Rules and Regulations:

- **Holiday Decorations:** #1. Holiday decorations may not be continually displayed year-round; #2. Minor holiday decorating is allowed 1 week in advance to 1 week after holiday; #3. Winter decorations may be displayed during the week of Thanksgiving through January 15.
- **Pets:** #4. Pets shall be leashed at all times when outside their owner's unit. #5. Pets are never to be left unattended outdoors at any time. #6. No pet stakes or tethering chains/cords are allowed to be in the common areas.
- **Violations:** Letters will be sent for any violations.

NEW BUSINESS:

- Building light progress was discussed. New lights will arrive Thursday, cost of each fixture is \$30 with no tax or shipping charges attached. Installation will begin shortly after. Sample light is available for viewing on Unit 20.
- Uniformity in the community pertaining to colors and design was discussed. Vendors and colors will be distributed at a later date regarding windows, doors, etc.
- Porch painting. Mark will get bids and identify pillars and railings in need of repair and repainting.
- Trash cost may increase because of landfill raising rates.
- Upcoming and not forgotten projects include: leaf cleanup and the possibility of Leaf Filter placement; concrete repair, Mark will get 3 bids by April meeting; mulching and weeding common areas including above south retaining wall; retaining wall maintenance and evaluation.

Meeting adjourned. Moved by Charlie; seconded by Keith. Passed favorably.

NEXT BOARD MEETING: April 8, 2025 at 5 p.m. Unit 20.

REMINDERS:

Copies of Southwicke Covenants, By-Laws, Rules & Regulations are available by email. Send request to Carolyn at cb980@hotmail.com