

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

### **Minutes of Regular Board Meeting - October 17th, 2024**

Ankeny First United Methodist Church Meeting Room 105

Meeting came to order at 6:20PM

#### **Attendees**

Board Members: Marlyn Larson, Marie Kline, Elise Smith

Conlin Property Manager: Karson Kerrigan

Community Members: Geoff and Shirleen Erickson, Thom Reese

#### **Homeowner Forum**

The Ericksons and Reese attended to find out about the results of the Amendment to the Covenants. They were told it was successful.

#### **Past Board Meeting Notes**

The September minutes were approved pending the changes noted by Marlyn. Kline will make these additions to the notes and it will then be posted on the Conlin website.

#### **Financial Reports**

Larson reported that he spoke with Eric Pohlpetter, Comptroller at Conlin Management. The last acceptable Financial report was in June. The July, August and September Statements were all incorrect. To date they have not been corrected. This is a serious violation of the Agreement with Conlin Management and will not continue to be tolerated.

#### **Reserve Funding**

The Amendment to change the Covenants to allow Homeowners more direct maintenance of their homes has passed with 42 Homeowners signing their agreement to the Amendment. A few others may be collected as well before it is filed with the State of Iowa.

#### **Property Manager's Report**

- \* Kerrigan reported that all Edging projects for 2024 have been completed by Shades of Green. All look good. The cost for 2025 Edging was \$10,711.33 and has been paid. Five or six will be scheduled for 2025 and Homeowners will be notified.
- \* Houses needing siding washed has also been completed and the bill of \$600 has been paid
- \* The Portal now has a permanent password that will not expire so homeowners can still sign in if they have not been able to do so yet.
- \* The Portal will be backed up by Conlin. It was decided that the past five (5) years will be transferred to the new Portal with access available to it by Homeowners and the Board. Information prior to 2019 will also be kept but will be in one file accessible by the Board
- \* A notice went out reminding Homeowners about parking policies and seems to have fixed some problem areas in the community.
- \* Savannah has been hired to clear rock surrounds of excess grasses. She will give Kerrigan the addresses that she has completed so Homeowners can be billed as well as included in his Management Report report to the Board.

#### **Unfinished Business**

- \* Ken Johnson will write a letter confirming that he has resigned from the Board.
- \* It was voted and passed that Marlyn Larson and Marie Kline will be the two new signatures on the account until a new Treasurer is recruited to the Board.

- \* A Conlin representative needs to be updated with signature authority.
- \* There will be three trees removed this fall at: (Kerrigan will notify Homeowners when it is scheduled)
  - 3602 Raintree Drive
  - 801 Redwood Lane
  - 812 Redwood Lane
- \* There will be one tree planted at 818 Redwood Lane. The Board decided that it should be larger than normal since the Homeowner has had to wait three (3) years to get it replaced. (The policy is that if a tree is removed in the Fall it will be replaced in the Spring. However the Derecho created an over-than-normal need for tree removals)

### **New Business**

- \* It was decided that additional Subcommittees be created to encourage more Homeowner input into community matters. They are:
  - \* Landscaping Committee /Tracking and taking charge of which trees need to be removed or replaced. Reviewing landscape plans of homeowners and giving their recommendations to the Board.
  - \* Maintenance Committee - Do Bi-Annual walk arounds for maintenance issues
  - \* Architectural Committee - as defined in the Covenants to review AVRs and make recommendations to the Board (Kline offered to head this committee)
- \* Larson will write a Letter from the Board to include items such as:
  - \* The Amendment to the Covenants has passed and is being filed with the State. Every Homeowner will get a copy of what is filed to add to their copy of Covenants
  - \* Ask for volunteers for the Board and stress the need for a Treasurer, as well as ask for up to 3 volunteers for each committee
  - \* Remind Homeowners it is that time of year to remove hoses before the deep freeze begins, etc. Irrigation is turned off for the year.
  - \* Inform Homeowners that the password to the Portal is now permanent and to contact Kerrigan if they have any problems logging on to it.
  - \* Metronet is ready for installation and if interested contact them for an appointment
- \* Two bids for snow removal were reviewed but more clarification is needed in terms of both bids including streets, sidewalks, decks and driveways. Larson will ask Kerrigan to receive that clarification from the vendors - Shades of Green and Latitude 41.
- \* Bids must also specify that sidewalks and driveways must be hand-shoveled or to use snow-blowers and not plow blades.
- \* Items from the walk-around list will be addressed as needed.

The meeting was adjourned at approximately 8:10 PM

Marie Kline, Vice President