

## Townhomes of Bieneman Farm Board of Directors

**Meeting Date:** July 16, 2020

**Location:** Lyn's House

**Attendees:** Pam Frank (President), Dan Hatalla (VP), Jamie Germain (Secretary), Bob Ott (Treasurer), Lyn Francois (Member at Large)

<b>CALL TO ORDER</b>	<b>6:00 PM</b>										
<b>Meeting Minutes</b>	<b>BOARD APPROVED</b> previous Meeting Minutes via email.										
<b>Homeowner Input</b>	None scheduled.										
<b>President's Report</b>	None.										
<b>Secretary's Report</b>	None.										
<b>Treasurer's Report</b>	<p><b>Treasurer's Report</b></p> <ul style="list-style-type: none"> <li><b>Outstanding Invoices – BOARD APPROVED</b> payment of Outside Images irrigation invoice #121082.</li> </ul>										
<b>Manager's Report 7/9/2020</b>	<p><b>Manager's Report reviewed and discussed.</b> Specific actions taken listed below.</p> <p><b><u>Maintenance Requests</u></b> Concrete Repair Request 2201 Salvia – <b>BOARD APPROVED</b> repairs.</p> <p><b><u>Architectural Control Report</u></b> – no new requests</p> <p><b><u>Request For Proposal Report</u></b> – no new proposals obtained by CM</p> <p><b><u>Delinquency Report</u></b> – as of 7/15/2020 – discussed.</p> <table border="1"> <thead> <tr> <th>Current</th> <th>Over 30</th> <th>Over 60</th> <th>Over 90</th> <th>Delinquent Balance</th> </tr> </thead> <tbody> <tr> <td>\$7,855.99</td> <td>\$2,989.50</td> <td>\$1,675.55</td> <td>\$14,611.31</td> <td>\$27,132.35</td> </tr> </tbody> </table> <p><b><u>Violations Report</u></b> – discussed.</p>	Current	Over 30	Over 60	Over 90	Delinquent Balance	\$7,855.99	\$2,989.50	\$1,675.55	\$14,611.31	\$27,132.35
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<b>Old Business</b>	<ul style="list-style-type: none"> <li><b>Annual Meeting – Board discussed</b> open seats, document change process, format, content.</li> <li><b>Tree Removal &amp; Treatments – BOARD APPROVED</b> the SavaTree proposal for tree removal, stump grinding, tree repair, and Ash Borer and Pin Oak treatments. <b>Tree replacements</b> will be budgeted for <u>spring 2021</u>.</li> <li><b>Shrub care – Board agreed</b> to have dead/dying shrubs removed; a cost estimate will be requested from Outdoor Images. Board will do a walk through and refer to homeowner requests to ensure all shrubs needing removal have been identified. <b>Shrub replacement</b> will be budgeted for <u>spring 2021</u>.</li> <li><b>Landscaping – Board discussed</b> weeding of beds, knotweed removal, tree trunk protection, reports of poor trimming. Follow-up questions items/questions will be sent to Trever.</li> <li><b>Legal updates</b> – None.</li> </ul>										
<b>New Business</b> (other than items in Management Report)	<ul style="list-style-type: none"> <li><b>Fence Removal &amp; Disposal – Board agreed</b> that the fencing and small posts alongside the northernmost Bieneman Farm pillar (at Albert Street and Holly Curve) should be removed instead of repaired due to the high cost of repair. The remaining fencing is still in good condition and will remain. Board will review options for the addition of shrubs or other landscaping options for addition in the 2021 budget. Cities Maintenance will remove posts and fencing and dispose of what they can. Board will arrange for additional disposal if necessary.</li> <li><b>Power Washing Bids</b> – Board discussed three bids obtained for power washing. <b>BOARD APPROVED</b> the bid from Towle Construction. Project will be managed by the Board. Homeowners will be notified at least one week before the project start date.</li> <li><b>Driveway Replacements &amp; Additional Gutters</b> – Board discussed the need for driveway replacements and additional gutter installation. Bids for both services will be requested.</li> <li><b>Violations – Board discussed</b> and confirmed the process by which a homeowner may request an exception. First notice does direct the homeowner to contact the Board if they would like an exception.</li> <li><b>Algae Prevention</b> (roofs, siding) – discussed.</li> </ul>										
<b>Committee Reports</b>	<ul style="list-style-type: none"> <li><b>Gov Doc Review Committee</b> (Jamie/Pam) – Jamie will draft an "Amendment" in survey form for the Board to review.</li> </ul>										
<b>Next Meeting Dates</b>	<ul style="list-style-type: none"> <li><b>BOARD AGREED</b> via email to continue meeting the 3rd Thursday of each month at 6pm (location may vary). <b>Next meeting date: 8/20/2020</b> (Manager will be present); location TBD.</li> <li><b>ANNUAL MEETING DATE</b> – Set for <b>OCTOBER 15, 2020</b> – Miranda will look into options on how/where to hold the meeting (virtual, outside). Further discussion will be held at the August meeting.</li> </ul>										
<b>ADJOURNED</b>	<b>8:45 PM</b>										