

meeting minutes

Townhomes of Bieneman Farm Board of Directors

Meeting Date: August 26, 2020
Location: Dan's House
Attendees: Dan Hatalla (VP), Jamie Germain (Secretary), Bob Ott (Treasurer), Lyn Francois (Member at Large), Miranda James (Manager, Cities Management). Not in Attendance: Pam Frank (President).

CALL TO ORDER	6:00 PM												
Meeting Minutes	BOARD APPROVED July's Meeting Minutes.												
Homeowner Input	None scheduled.												
President's Report	None.												
Secretary's Report	None.												
Treasurer's Report	Treasurer's Report – Outstanding Invoices: <ul style="list-style-type: none">• Irrigation Invoice – BOARD APPROVED• Knotweed Spraying Invoice – Tabled (more info requested – does not look complete)• August Lawn Care Invoice – Tabled (more info requested – weeding concerns)												
Manager's Report 8/13/2020	<u>Maintenance Requests</u> <ul style="list-style-type: none">• Gutter Request – 2228 Foxglove – BOARD DECLINED this request as gutter work is slated as a 2021 project.• Brown lawn – 2205 Salvia – Board examined lawns and discussed findings; no change to the watering schedule will be made. Imminent cooler weather will relieve the heat stress. <u>Accounting</u> – Financial reports reviewed. <u>Annual Meeting</u> – BOARD AGREED to hold the Annual Meeting virtually . WI law allows virtual meetings as long as they are not expressly prohibited in the governing documents. Owners will be able to call in or use the Goto Meeting portal (provided by Cities Management). <u>Architectural Control Report</u> – 1806 Azalea Bay – BOARD APPROVED request to sealcoat driveway with standard conditions (must be completed at expense of HO and any damage caused is HO's responsibility). <u>Request For Proposal Report</u> – no new RFPs. <u>Delinquency Report</u> – as of 8/25/2020: <table><tr><th>Current (1-30)</th><th>Over 30</th><th>Over 60</th><th>Over 90</th><th>Delinquent Balance</th><th>Over 30+ Balance</th></tr><tr><td>\$8067.99</td><td>\$3327.32</td><td>\$1481.00</td><td>\$15,597.86</td><td>\$28,474.17</td><td>\$20,406.18</td></tr></table> <u>Legal updates</u> – Board reviewed delinquent legal accounts and discussed next steps. <u>Violations Report</u> – Rental Registration notices sent 8/24/20.	Current (1-30)	Over 30	Over 60	Over 90	Delinquent Balance	Over 30+ Balance	\$8067.99	\$3327.32	\$1481.00	\$15,597.86	\$28,474.17	\$20,406.18
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\$8067.99	\$3327.32	\$1481.00	\$15,597.86	\$28,474.17	\$20,406.18								
Old Business	<ul style="list-style-type: none">• REVISED Review Reserve Study – will be reviewed during budgeting process.• Tree Removal & Treatments (SavaTree) – Trees were removed, treatments were done; stump removal and tree repair still pending. Board will follow up with SavaTree regarding scheduling.• Shrub care – Dead shrubs will be cut down this year and removed in 2021 when replaced. See New Business section for additional details.• Landscaping – Bush trimming and lack of weeding discussed.• Future Landscaping – Board requested a bid from Willow River for landscaping/snow removal (minus trees and shrubs and weeding).												
New Business (other than items in Management Report)	<ul style="list-style-type: none">• Attorney Consultation re: delinquent accounts and governing document changes.• Tree/shrub walkthrough with Meadowlark – Lyn/Bob. A bid from Meadowlark was obtained estimating the cost of full shrub replacements for end and inner units. Board will discuss how to approach removals and develop a replacement schedule.• 2021 Projects / Assessments – Driveway Replacements & Additional Gutters – Board plans to include gutter work in 2021 budget. Due to budget constraints driveway replacements will be budgeted for 2022.												
Committee Reports	Gov Doc Review Committee (Jamie/Pam) – Draft Rental Use Policy submitted to Board and HOA's counsel for review. A draft was also provided to the attorney consultant.												
Next Meeting Dates	<i>Regular Board meetings are held the 3rd Thursday of each month @6pm (location varies). Meetings must be held at least quarterly per the Bylaws.</i> <ul style="list-style-type: none">• Next meeting: 9/17/20 @6PM; location TBD. Willow River will be in attendance.• ANNUAL MEETING – OCTOBER 15, 2020 – VIRTUAL (Goto Meeting)												
ADJOURNED	8:15 PM												