

meeting minutes

Townhomes of Bieneman Farm Board of Directors

Meeting Date: Wednesday, April 21, 2021

Location: Comfort Suites Lobby

Attendees: Pam Frank (Pres), Dan Hatalla (VP), Jamie Germain (Sec), Lyn Francois (Treas), Bob Ott (Member at Large)

CALL TO ORDER 6:15 PM

MEETING MINUTES **BOARD APPROVED** March 2021 meeting minutes via email.

HOMEOWNER INPUT **1901 Iris Bay (email)** – request for short-term lease accommodation after sale of property (will be owner-occupied after lease expires) – **BOARD APPROVED** with conditions (documentation required); owner will be notified of conditions.

PRESIDENT'S Report None.

SECRETARY'S Report None.

TREASURER'S Report

Financial Reports – as of 3/31/2021:

- **Operating Account (Enterprise): \$49,104.53**
 - **Reserve Accounts:**
 - **Enterprise: \$62,499.33 (\$23.82 interest earned)**
 - **UBS: \$134,822.98 (\$1.12 interest earned)** – Board will look into moving this to Enterprise to earn more interest.
- Total Reserve Funds = \$197,322.31** – After Sept deposit we will have \$251K – just enough to pay the roofing bill.

Outstanding Invoices for approval:

- **Xcel Energy Invoices – APPROVED**
- **Greenstein Sellers – APPROVED** (all outstanding invoices discussed & approved)
- **Willow River Company – APPROVED**
- **Cities Maintenance – APPROVED**
- **Advanced Disposal – APPROVED**

MANAGER'S Report – PROVIDED LATE – NOT REVIEWED IN ITS ENTIRETY

- **Architectural Control Report** – No new.
- **Request For Proposal Report** – Waiting for third painting bid as the first two seemed overpriced. May need to repaint in stages due to increasing costs of wood and supplies.
- **Maintenance Requests** – 2311 Rosemary (now sold), melted siding replaced; 1901 Hawthorne, missing shingle replaced.
- **Violations Report** – No new.
- **Delinquency Report – as of 4/20/2021:**

Current (1-30)	Over 30	Over 60	Over 90	Delinquent Balance	Over 30+ Balance
\$9,769.17	\$4,445.87	\$1,509.20	\$15,726.03	\$31,450.27	\$21,681.10
					March 2021: \$20,458.88

OLD Business

- **New Insurance Policy – BOARD APPROVED** West Bend's insurance proposal (via email) which reduced the HOA's premium by over \$2000 while broadening coverage. Spectrum Agency's cover letter regarding insurance will be sent out to owners to inform them of the change and that they will be required to maintain \$25,000 in HO-6 coverage to cover the HOA policy's deductible.
- **Tree/Shrub Replacement/Treatment** – Quotes pending from Willow River for knotweed removal, bush removal and replacement of ~6 trees (2021) as well as rock and bush replacements (2022-2023). Meadowlark's prior proposal will be updated as well for comparison.
- **Pest Control – BOARD APPROVED** Xtreme Pest Control's pest control proposal; contract just needs to be signed and treatments scheduled.
- **Roofing Project** – Waiting to hear back from CMT regarding scheduling. May be done closer to fall due to budget.

NEW Business

- **Legal Updates** – No new legal actions taken by counsel. Board discussed whether further legal actions should be taken on certain past due accounts.

- **Properties currently For Sale/Sold** (as of meeting date):
 - 2203 Salvia Lane – SOLD
 - 2301 Rosemary Curve – SOLD
 - 1906 Hemlock Place – ACTIVE CONTINGENT
 - 1900 Aster Bay – PENDING
 - 2210 Foxglove – ACTIVE

COMMITTEE Reports – Gov Doc Review Committee – Rental Amendment to Declarations

- Consent forms sent out to all owners via mail or email on 4/2/2021. Some owners have told Board members that they did not receive any email, thus the **BOARD AGREED** that mailings should be mailed to all owners that were emailed and have not yet responded. Due date will be pushed out to 5/10/2021.

NEXT REGULAR BOARD MEETING – Thursday, 5/20/2021, 6pm, Comfort Suites Lobby

- Regular Board meetings are held the 3rd Thursday of each month @ 6pm (location varies). Meetings must be held at least quarterly per the Bylaws.

CALL TO ADJOURN 7:45 PM