

Townhomes of Bieneman Farm HOA

Board of Directors Meeting Minutes

Meeting Date:	Wednesday, February 23, 2022	Location:	Comfort Suites Lobby
Attendees:	Pam Frank (Pres), Dan Hatalla (VP), Jamie Germain (Sec), Bob Ott (Member at Large), Lyn Francois (Treas), and Matt Fee, MJF & Associates (Property Manager)		
Not Present:	NA		
Call to Order	6:05 PM		
Prior Meeting Minutes	Board APPROVED January 2022's meeting minutes unanimously.		
Homeowner Input	None		
Vendor Visit	None		
Officer Reports	None		
Financial Reports	<ul style="list-style-type: none"> • Financial Statement Review <ul style="list-style-type: none"> ♦ Operating Account (Citizens Bank): <u>\$86,227.61</u> (1/31/21) ♦ Reserve Account (Citizens Bank): <u>\$25,000</u> (newly opened) (<u>\$0.00</u> interest earned) <ul style="list-style-type: none"> ▪ Board APPROVED the transfer of an additional \$25,000 to reserve account. • Historical Financial Review – Manager notified Board via email that no items of concern were noted in his review of the past 3YRS of historical statements. • Delinquencies – discussed. • Legal Collections – Counsel (Greenstein) is reviewing existing delinquencies (prior to management change) to determine if more information is needed to initiate collections. Manager will be discussing current delinquencies with new counsel. 		
Manager's Report	<ul style="list-style-type: none"> • Invoices – None requiring Board approval. • Request(s) For Proposal – Insurance bids pending. • Work Orders – None to discuss. • Violations <ul style="list-style-type: none"> ♦ Two dented garage doors will be replaced in less than 90 days. Manager will monitor. ♦ Dog waste was not picked up; Manager had handyman dispose of it and invoiced the owner. • Other Items <ul style="list-style-type: none"> ♦ Manager performs weekly drive-through inspections of the neighborhood, focusing on ice buildup and snow removal. Two ice application have been done so far. ♦ Tree trimming (SavaTree) start date pending (end of February). 		
Ongoing Business	<ul style="list-style-type: none"> • For Sale/Sold Properties <ul style="list-style-type: none"> ♦ 2204 Salvia Lane – Sold 1/14/22 for \$210,000 (new owner Sunset Waters LLC) ♦ 1903 Hemlock – Active Contingent 2/21/22 at \$239,900 		
Old Business	<ul style="list-style-type: none"> • Rental Policy Amendment to Declaration – Manager will provide status update 		
New Business	<ul style="list-style-type: none"> • Project List – discussed. Tentative list: <ul style="list-style-type: none"> ♦ Tree Replacements (spring) ♦ Dryer Vent Cleaning (spring, all units) ♦ Sealcoat & patch driveways (all units) ♦ Knotweed Removal (east end of Salvia) ♦ Irrigation System Repair – Hilltop (spring) ♦ Bushes & Rock Replacement (future project) ♦ Painting (front door and patio door sill) ♦ Power-washing (if budget allows) ♦ Driveway Replacement (future project) 		
Committee Reports	None		
Next Meeting	Wednesday, March 23rd, 6PM, Comfort Suites Lobby. <i>Regular meetings: 4th Wed. of each month, 6pm.</i>		
Meeting Adjourned	7:30 PM		

Minutes approved at March 23, 2022 Board Meeting.