

Townhomes of Bieneman Farm HOA

Board of Directors Meeting Minutes

Meeting Date:	Tuesday, November 28, 2023	Location: Azul Tequila														
Attendees:	Pam Frank (Pres), Dan Hatalla (VP), Jamie Germain (Sec), Lyn Francois (Treas), Bob Ott (Member at Large), and Matt Fee, MJF & Associates (Property Manager)															
Not Present:	[none]															
Call to Order	6:30 PM															
Prior Meeting Minutes	The September 2023 meeting minutes were approved via email on 9/29/2023.															
Owner/Vendor Guest(s)	None															
Committee Reports	None															
Financial Reports as of 10/31/2023	<p>Bank Balances (RCU):</p> <ul style="list-style-type: none"> ◆ Member Savings: \$5.00 (0.400% APY) ◆ 15-month Certificate: \$203,228.06 (3.501% APY; \$2935.39 interest YTD; matures 2/29/24) ◆ Operating Account x789: \$25,915.77 (1.576% AYP; \$764.61 interest YTD) - <u>FELL BELOW \$20K</u> ◆ Reserve Account x122: \$143,837.93 (1.805% APY; \$1478.82 interest YTD) <p>Total – Liquid Funds: \$169,753.70 Total – All Accounts: \$372,986.76</p> <p>Delinquencies – \$4504.14 (\$3839.64 last month) – increased ~\$700</p> <ul style="list-style-type: none"> ◆ 32 units past due – 3 past due 2+ months' worth of dues ◆ 21 units are rentals, which are mostly past due violation fees 															
Manager's Report	<ul style="list-style-type: none"> • Collections – Discussed. • Violations – Five violations (with fines) issued for garbage bins left out. Police contacted regarding a car parked illegally near 2301 Rosemary. • Fall Cleanup – Manager performed an inspection of the grounds cleanup – all looked good. • Gutter Cleanup – Maintenance cleaned gutters at 2308 Rosemary as they were full of debris. Manager suggested Board consider cleaning all gutters. • Snow Removal/Lawn Care contracts – Due to Manager error, there was an overlap of services in Oct 2023. <i>Manager</i> paid one invoice and will provide Board with proof of payment for the record. 															
Ongoing Business	<ul style="list-style-type: none"> • Fine Increases – Board is considering Manager's suggestion to raise fines to \$50/\$75 and formalize and enforce the nuisance rule to help curb noise/disturbance issues. Manager provided a sample clause for a nuisance rule to Secretary. Secretary reviewed governing docs and submitted a draft rule to the Board in October. <i>Board will review and discuss via email prior to the next meeting.</i> • Title Work Issue – Two homeowners left to respond. No recent update from counsel or Manager. <i>Manager</i> will ask counsel to update the Board and explain the importance of obtaining information from these last 2 owners. • Rental Amendment – tabled until title work issue is settled. • Project List 2024 – <i>Manager</i> will get fresh bids in the spring for bush/rock, driveway, and gutter replacements as well as gutter cleaning so Board can review the costs and determine how much work can be done in 2024. <ul style="list-style-type: none"> ◆ Speed bump (Holly Curve) – will be installed in the spring ◆ Bush & Rock Replacement – may be done in phases depending on cost ◆ Driveway Replacement – ideally to be done after bushes/rock have been replaced ◆ Gutter replacements – ideally to be done after new bushes/rock have been replaced; cannot be done piecemeal (vendors refuse to do so); if this is deferred in favor of other projects Board will look at contracting for cleaning of all gutters if the cost is not prohibitive <p>For Sale/Sold Properties as of 11/28/2023:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr style="background-color: #f2f2f2;"> <th>Property Address</th> <th>Unit Type</th> <th>On Market</th> <th>Last Price</th> <th>Status Date</th> <th>Status</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>1902 Primrose</td> <td>Inner</td> <td>11/2/2023</td> <td>\$263,000</td> <td>11/28/2023</td> <td>FOR SALE</td> <td>Owner: Nicolle Darwin</td> </tr> </tbody> </table>		Property Address	Unit Type	On Market	Last Price	Status Date	Status	Notes	1902 Primrose	Inner	11/2/2023	\$263,000	11/28/2023	FOR SALE	Owner: Nicolle Darwin
Property Address	Unit Type	On Market	Last Price	Status Date	Status	Notes										
1902 Primrose	Inner	11/2/2023	\$263,000	11/28/2023	FOR SALE	Owner: Nicolle Darwin										
New Business	<ul style="list-style-type: none"> • Budget – 2024 budget approved (as presented) by Board via email on 10/22/2023. • Overdrafts – Discussed. Board agreed that overdrafts (ODs) are unacceptable and that some kind of OD protection should have been set up at account opening. <i>Jamie & Dan</i> will make an appointment at RCU Hudson to set up OD protection. Board and Manager agreed that any and all OD fees incurred will be paid by <i>Manager</i>. • Security Lights – <i>Manager</i> will have maintenance walk through the property and replace burned out security (garage) lights. • Dog Waste – Reported at the corner of Trillium & Rosemary (near rental building). <i>Manager</i> will inspect. • See also Manager's Report section above. 															
Next Meeting	Monday, Jan 15 @ 6PM @ Azul Tequila. <i>Regular meetings are generally every other month.</i>															
Meeting Adjourned	7:45 PM															