

2024 TBF HOA Annual Meeting Minutes

Townhomes of Bieneman Farm HOA Annual Meeting of Members

Meeting Date: April 24, 2024

Location: Upstairs Meeting Room, John Gornick Memorial Arena, 1820 Hanley Road, Hudson, WI 54016

Attendees: Pam Frank (President), Dan Hatalla (VP), Jamie Germain (Secretary), Bob Ott (Treasurer), and Lyn Francois (Member at Large) (collectively the Board of Directors); Matthew Fee, Property Manager, MJF & Associates; Members of the Association (as noted on the Attendance Register, available upon request)

CALL TO ORDER 6:05 PM

PRESENTATION OF VOTING REGISTER, PROXY CERTIFICATION, AND ESTABLISHMENT OF QUORUM

- **VOTING REGISTER** certified by a quorum of the Board (copy available upon request)
- **PROXIES CERTIFIED** by a quorum of the Board (copies available upon request)
- **QUORUM ESTABLISHED** – minimum of 10% of owners (14) – 17 Members in attendance, 4 Proxies certified

APPROVAL OF PRIOR MEETING MINUTES

Minutes from the April 2023 Annual Meeting were provided to the members in attendance. ***Motion to approve the prior annual meeting minutes was made by a show of hands. No members opposed.***

REPORTS OF OFFICERS

Secretary presented the Board's Annual Meeting PowerPoint presentation outlining the Board's past and future activities, including project work and budgeting. Please refer to the presentation for details (available online in the Board Meeting Minutes section).

ELECTION OF BOARD OF DIRECTORS

All five (5) Board seats were up for re-election this year. All incumbent Board members were nominated for reelection. As there were no other nominees, Secretary Germain motioned for a show of hands vote; no members opposed. ***All incumbents were thereby elected by a show of hands of the majority of Members present and via certified proxies.*** All incumbent Board members will retain their respective seats.

Officer assignments, effective 4/24/2024 and continuing for one year or until the date of the next annual meeting (per the Association's governing documents), are as follows:

- President: Pam Frank (2YR seat)
- Vice President: Dan Hatalla (3YR seat)
- Secretary: Jamie Germain (2YR seat)
- Treasurer: Lyn Francois (1YR seat)
- Member at Large: Bob Ott (3YR seat)

ONGOING BUSINESS

- **Title Issue** – Board provided an update on the status of the title work issue that affects 32 units. Next step: 2/3 of the *unaffected* owners must vote to add the 32 *affected* units into the Association. This vote is in currently in progress. More information can be found in the Annual Meeting PowerPoint presentation.

NEW BUSINESS

- **Violation Fee Increases** – Effective June 1, 2024 rule violation fees will increase from \$25/\$50 (first offense/subsequent offenses) to \$50/\$75. Fees for the failure to register a rental property as required will remain at \$100/\$200.
- **Nuisance Rule Reminder** – Members were reminded of HOA Rule #6 and Hudson City Ordinance §187-4 prohibiting nuisance behaviors within the Association and city limits, respectively. Members were encouraged to notify the Property Manager (fines will be issued) and/or call the local police department of violations.
- **HO-6 Insurance Coverage** – Property Manager informed members of changes to the HOA's condo policy/insurance coverage (gap assessments, increased policy costs, etc.) and encouraged members to consult with their insurance agent to ensure they have sufficient coverage. Generally, it is advised to have an HO-6 policy in place with at least \$50,000 coverage.
- **Homeowner Concerns** –
 - Dog waste – Members should continue to document (take pics/video of) these offenses and report them to the Property Manager; violators will be fined.
 - Vermin issues – Members should NOT feed vermin – multiple units have had an influx of rodents (squirrels, etc.).
 - Lawn Care/Snow Removal – Members reported issues with lawn care and snow removal (skipping units, poor work) – Board will discuss with vendor. Members should report all issues to the Property Manager.
 - Holding Pond Maintenance – Members inquired when trees would be planted as promised by the City of Hudson. Property Manager will reach out to the City.
 - Xcel Energy Letter re: electric/gas line Insurance – Board advised this insurance is optional.
- **Project priorities** – Driveway replacements and sealcoating, shrub/rock replacement, gutter replacements, and foundation repairs were all discussed. ***The majority of members present voted by a show of hands to prioritize gutter and driveway replacements over shrub/rock replacements, and to forego any sealcoating of driveways.*** Board will proceed with planning these projects for this year as the budget allows. Foundation repairs will be prioritized based on the severity and prevalence of damage noted in the coming spring walkthrough.

CALL TO ADJOURN 7:30 PM

Motion to adjourn by Paul Anderson, seconded by Bob Ott; motion carried.

*** THESE DRAFT MINUTES WERE REVIEWED AND CERTIFIED BY THE BOARD JUNE 3, 2024 TO BE AN ACCURATE REPRESENTATION OF EVENTS. THESE MINUTES WERE FORMALLY APPROVED BY MEMBERS AT THE 2025 ANNUAL MEETING ON 4/23/2025. ***

J. Germain, Board Secretary