

Townhomes of Bieneman Farm HOA

Board of Directors Meeting Minutes

Meeting Date/Location: Wednesday, July 30, 2025 @ 6 PM @ 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:

Call to Order: 6:03 PM

Prior Meeting Minutes: Board unanimously approved the March 2025 board minutes (Francois motioned; Ott seconded, motion carried). Board approved the draft 2025 Annual Meeting minutes via email 5/4/25 so they may be posted on the website for reference.

Guest(s): None.

Committee Reports: None.

Financials:

- Bank Balances as of 6/30/25 (from RCU statements):**

- Member Savings: \$5.00
- Operating MM Account x789: \$37,820.65
- Reserve MM Account x122: \$122,067.84

Total – Liquid Funds: \$159,888.49 | Total – All Accounts: \$159,893.49

- Delinquencies:**

- \$34,569.00 total, up \$13,078.31 from 2/28/25 (\$21,490.69). 50 units, of which **38** are PA units, totaling \$27,019.55. Highest PA unit delinquency is \$4810.40 (1904 Magnolia).

- Revised Budget approved** by Jamie, Pam, and Dan on 3/31/25. Adjustments made for increased insurance premiums.

- Legal Fees:** \$23,367.57 so far this year; some of which is due to the title issue.

Manager's Report:

- Communications w/Owners** – Discussed.
- Collections** – Discussed update from attorney.
- Violations** – Discussed.

Ongoing Business:

- Title Work Issue** – Counsel has identified contacts for all mortgage holders with the exception of the contact for the 10 lots registered by/to MERS. Counsel expects to obtain this contact information soon from the title company's counsel.
- Rental Amendment** – Tabled until title work issue is resolved.
- Project List 2025** – Initial project plan be adjusted due to the significant increase in insurance premiums.
 - Dryer Vent Cleaning** – Completed 5/17/25.
 - Outdoor flying pest control** – Bid from Western WI Pest Control **unanimously approved 4/3/25**. Multiple applications will be scheduled (spring and fall). Spring application completed in June.
 - Gutter enhancements (inner units)** – Completed 4/10/25 – 4/11/25.
 - Knotweed eradication** – Board **unanimously approved** project (via email) 4/1/25; bid from Meadowlark **approved** 5/22/25 (Pam, Lyn, Jamie, Dan). First application (of two) already completed.
 - Speed bump (Holly Curve)** – Previously tabled.
 - Bush & Rock Replacement; Driveway Replacement** – Future projects; will need to be phased.
- Property Sales Updates** – Note: PA block now includes 39 units.

Unit	Current Owner	Type	On Market	Sale Price	Status Date	Status	Notes
1906 Hemlock	Timothy O'Gara	End Unit	7/8/2025	\$280,000.00	7/14/2025	PENDING	Last sold in 2021

New Business:

- Garage trim** – Bid approved and work done in June.
- Tree removal** – bid sent 5/28 for approval; approved via text. Work done in June.
- Tree rings** – Manager will have handyman look into placing mulch rings around young trees to protect them from the landscapers.
- Tree trimming** – Manager will have landscaper trim low-hanging branches up to 7ft clearance.

See also Manager's Report section above.

Next Meetings: September 10, 2025 & October 29, 2025 @ 6 PM @ Azul Tequila

Meeting Adjourned: 7:00 PM