

GREEN MEADOWS NORTH TOWNHOMES OWNER ASSOCIATION

BOARD MEETING MINUTES

AUGUST 26, 2019

HOA Management Solutions Office – 2183 NW 86th Street, Suite A, Clive – 6:00 p.m.

1. **Call to Order** – 6:00 p.m

Barb Sutton, President	6517 Cheslie Court	Sutton2924@msn.com
Duane Grafft, At-Large Director	8833 Denton Place	dgrafft@q.com
Denny Johnson, Treasurer	6524 Barton Court	dennydebbie@msn.com
Karilynne Lenning, Secretary	6529 Barton Court	lenning6028@msn.com
Lisa Logsdon, Association Manager	515/446-2240 (Emergency: 515/360-4293)	
Dale Logsdon, Maintenance Manager		
Absent: Ted Lockwood, Vice President 6532 Cheslie Court tedlock1940@gmail.com		

Homeowners present: Beverly Kilman, Mary Higgins, Susan Johnson, Gary Joens

2. **Homeowner Concerns/Issues:**

Marcy Gode, 8848 Oxley Place, made a special request for Korean lilac or Aronia shrub on west side of home.

John Turek, 6509 Manton Court, made a special request for Karl Forester ornamental grass with root balls to replace daylilies at garage.

Historically, Homeowners have paid for their own special request replacements.

Connie Kroot, 6517 Barton Court, and **Kay Kunert**, 6515 Barton Court, share two dead bushes and have requested replacements for the front of their garages.

As of the end of July, we have \$800 for bushes and trees but there are still outstanding bills. Mary said she will get estimates for both bushes and trees for the Finance Committee who will then talk to the Homeowners. **\$4,179 is left in Lawn Maintenance.**

3. **Review and Approval of Prior Meeting Minutes:**

The revised June meeting minutes were reviewed and approved. **(\$92,000 from reserves needed to be added to the minutes.)**

The draft of the July meeting minutes draft was reviewed and approved unanimously.

4. **Financials**

- July Financials were reviewed.
- Insurance expense will go up in August and will be corrected on the balance sheet.
- Irrigation work was done but the City will not pay for it **so it will be our expense.**
- Lawn care expense included an additional \$1,800 for fertilizer treatment and grub control with one more treatment in September.
- Expense for shrub and tree trimming done by New Age Landscaping was \$3,400.
- **Trash collection is going up \$100 in operational costs. It's unknown if this is a one-time cost or ongoing.**
- \$5,000 is due for the gutter replacement which is being paid for as work is completed.

- Earned interest from Grinnell Bank CD has not been recorded yet. It was redeemed in August and will be added soon.
- Two Homeowners have HOA dues outstanding and Lisa will notify them.

The Financials were approved unanimously.

5. **Committees:**

- Architecture:** The power washing of units cannot be paid for by the Association, but each Homeowner can pay individually which has been done historically.
- Finance:** The Grinnell Bank CD was redeemed and reopened without penalty at Collins who matched the Veridian rate of 2.75% for 17 months. The Board approved unanimously. It will be added to the balance sheet.
The \$26,000 Veridian CD matures on August 29. It will be redeemed and placed in reserve for gutter replacement. Motion was made, seconded and approved.
- Landscaping:** A couple walk-throughs were done. Although tree trimming is finished, there are still issues with some trees. No matter what the arborist says, we need to trim the trees when they are bothering the living space of a Homeowner. Because of liability, no Homeowner should be trimming their own trees. Mary will compile a list of remaining tree issues to present at the September meeting.

6. **Old Business:**

- Gutter installation has been progressing and is being done one or two buildings at a time. Denton is complete and the Lyndhurst area has begun. The estimate for gutter replacement was approved up to \$95,000 with \$87,000 being paid for from a CD and if necessary, any additional amount coming from the contingency fund.
- Satellite dishes. The Board needs to finalize a formal policy which is compliant with federal law and discuss it at the annual association meeting in November.
- Window well cleanout and covers policy was discussed, with a suggestion that the lawn care crew could clean out the window wells every spring at the end of May and every fall at the end of September. There was also discussion on the correct way to install the window well covers.
- Non-compliance/covenant enforcement procedure: Any Homeowner in non-compliance will be sent a written notice and given 30 days to comply. This includes deck maintenance which is the responsibility of the Homeowner. If the deck and stairs are dangerous and need to be repaired, the Association will give the Homeowner a written notice with the names of businesses who can provide that service. The notice will state that it must be repaired within 30 days and will be at the expense of the Homeowner. A fine will also be assessed.
Another Homeowner responsibility is dog waste damage. This will be dealt with on a "per occurrence" basis. When the Homeowner is notified, this problem needs immediate response or it will be taken care of by the Association at the expense of the Homeowner.
- Additional concrete replacement: Four Hanworth Drive street panels were replaced but they were the wrong four panels. Almost all concrete work that is a priority has been done.
- Erosion issues in regard to the west side of 8848 Oxley Place, the back portion of 8836 Oxley Place and the common ground near the bank of the creek between Manton and Barton Court where there is a 12' dropoff have been conveyed to the soil conservation person but as yet, there is no response.

g. Drainage issue: Behind 6529 Barton Court. Karilynne reported that the problem improved once the irrigation system was corrected.

7. **New Business:**

- A motion was made, seconded and approved that we turn off the irrigation system on September 1, turn it on again for two weeks following lawn fertilization, and turn it off for the winter after that.
- The people who replaced the wrong street panels will come back and replace the correct ones at their expense.

8. **Next Meeting:** HOA Management Solutions office on Monday, September 30, 2019 at 6:00 p.m.

9. **Adjournment:** Meeting adjourned at 7:50 p.m.