



Meeting Minutes
May 20, 2019

Board members present: John Andesilich, President
Kathy Juergens, Secretary
Curtis Litchfield, Treasurer

Management representative present: Greg Phillips
AMC Management, LLC

Location: Schnucks, Wentzville

Others: 8 households represented

- I. Call to Order – approval of the March 11, 2019 meeting minutes
 - a. John called the meeting to order at 6:30 pm
 - b. John, Kathy and Curtis approved the meeting minutes from March 11
- II. Financial report
 - a. As of April 30, 2019, total assets were \$86,863.00
- III. Unfinished Business
 - a. John provided an update on the roof project, all but four units have been completed
 - b. Satellite dish brackets exist on all buildings
 - i. All owners located in the 4 buildings that do not have new roofs were notified that the sat dish if in use must be relocated to the mounting plates that were installed as part of the roofing replacement project. The roofing contractor removed all the dishes from these buildings and repaired the damage to the roofs. The owners who were using the affected dish re-installed their dish on the association provided mounting plate.
 - ii. Cost to remove and repair roof damage was \$2,725
 - c. Greg provided an update on the dryer vent project
 - i. Kevin with Quality Roofing is contacting affected owners and asking if they would like their vent inspected and repaired (if needed) by him at their cost
 - ii. John requested that a letter from the Association be sent to those affected owners, Greg agreed to do so in the coming weeks
- IV. New Business
 - a. Independence Day Fireworks
 - i. Greg read the notice from Wentzville and provided an update on the applicable ordinance
 - ii. Discussion was held on if the Association wanted to make the rules more strict
 - iii. It was decided that the Association would post signs reminding those who are discharging fireworks of the legal times
 - iv. If this strategy does not work this year, the Board will consider eliminating this privilege in the community next year
 1. Enforcement mechanisms include the following; no action was taken.
 - a. Fine offenders
 - b. Hire an off-duty police officer to patrol and enforce the ordinance

- c. Ask the police to do a drive through after 11 pm to enforce the ordinance
 - v. Fireworks rules will be added to the rules reminder mailing
 - b. Insurance
 - i. Current insurance policy expires August 20, 2019
 - ii. Greg will ask the Association's insurance broker, Jim Walsh of J. Walsh Insurance to provide three bids from competing underwriters
 - c. Preliminary 2020 budget discussion
 - i. John would like the 2020 budget to be completed before the September 2019 annual meeting
 - ii. John would like to include some money in the budget for capital improvement items, such as a monument sign
 - 1. Some owners stated that they would rather see the assessments lowered than spending money on capital improvements
 - iii. John would like the Board to review the budget categories and make adjustments prior to finalizing the 2020 budget
 - d. Architectural controls
 - i. John would like to see examples of commonly requested items that have been approved in the past posted to the architectural request page of the website
 - 1. Greg agreed this would be a good idea
 - ii. Kathy would like for the Architectural Request form included in the rules reminder notice that will be sent out
 - e. Website
 - i. Greg presented the preliminary website to the owners present and the Board
 - ii. Everyone seemed to like the website and the content
 - iii. Greg stated it is about 75% complete and it will be completed by the next meeting
 - iv. Greg notified owners they would be updated when the site is live
 - f. Mailbox project
 - i. Greg presented one bid from Pride Master to plumb all mailboxes, as needed, for \$1,525 and stated he is in the process of soliciting additional bids
 - ii. Kathy and Curtis stated they would like the Association to purchase address plate hanger clamps to be kept by maintenance for installation as needed
 - 1. Greg agreed to look into this and purchase a few for inventory if they are at a reasonable price
 - g. Violation letters needed
 - i. Children of the owner at 112 not picking up after their pets
 - ii. 141 has Christmas lights still up
 - h. Maintenance items needed – Greg is to follow up on these items
 - i. A tree at 158 is dead
 - ii. A tree at 223 in front yard is a Bradford Pear which are prone to problems and the city/county are asking for them to be removed, owner of the unit is afraid to park near the tree in fear it will fall
 - iii. Tree near 128 front porch needs trimmed back
- V. Open forum
 - a. Open forum discussion was held
 - i. The Board was asked to clarify certain aspects of the rules and regulations
 - ii. Greg was asked to clarify how property taxes on common ground were paid
- VI. Adjourn
 - a. John adjourned the meeting at 8:29 pm
 - b. A short executive session was held after adjournment
 - 1. John asked Greg to follow up with City & Village tax office regarding delinquent accounts – Greg agreed to do so in the coming days.