



Meeting Minutes
July 15, 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 May 20, 2019 meeting minutes
 - a. John called the meeting to order at 6:30 pm
 - b. John, Kathy and Curtis approved the meeting minutes from May 20, 2019.
 - c. Introductions
- II. Financial Report
 - a. As of June 30, 2019, total assets were \$89,069.05
- III. Old Business
 - a. Announcement: Wentzville recycling changes.
 - b. Kevin with Quality Roofing removed three (3) satellite dishes which had been improperly mounted on roofs. The roofs have been repaired.
 - c. John sent out a letter regarding how assessments are used. John explained the letter in brief.
 - d. Discussion regarding improperly routed downspout drain which resulted in an air conditioner sinking slightly into the ground.
 - i. Options have been discussed for repair at previous meeting.
 - ii. Owner installed new A/C unit at this location.
 - iii. Owner asked for A/C unit to be raised at the cost of the Association. Approx. \$300.
 - iv. Board agreed it is not the Association's responsibility to raise the A/C up.
 - e. There may be issues with runoff in several areas around the property. Discussion regarding inventorying these areas and having them addressed as a larger project. No final decision was reached.
 - f. Issue was brought to the attention of the Board with previous lawn care companies damaging the lower siding on the units where siding runs all the way to the ground on one or more sides of the building.
 - i. Discussion about installing a buffer between the grass and the side of the building.
 - ii. John wanted cost for the installation of such a buffer.
 - iii. Curtis is interested in the cost of doing something.
 - iv. As current lawn care company is not damaging these areas, it was determined that nothing needs to be done at this time.
 - g. Greg gave responses to several questions from John which had been provided to him in writing.
 - i. Insurance – Greg stated that several bids were obtained from J. Walsh Insurance and the Board selected to renew the policy with MiddleOak through J. Walsh Insurance.
 - ii. 2020 Budget – Preliminary Budget was developed. John asked for Greg to work with Curtis to finalize a budget before the September meeting.
 - iii. Website – Website went live online on July 14. Greg showed the Owners how to navigate the website and explained its features.
- IV. New Business
 - i. Discussion about trees that Owners would like removed. Greg informed the audience that the Association will remove trees if they are dead or diseased or in danger of damaging the building, but not just because the Owner does not like it there.
 - ii. The Board approved a bid from Natural Lawn to remove several trees around the property which are dead.
 - iii. John asked to have the shrubs removed from around the mailboxes of the first three homes on Homeshire. Greg agreed to have James Henry at Natural Lawn remove them as part of the tree removal project.
 - iv. Greg agreed to mail a letter to all Owners affected by dryer vents which are vented vertically through the roof letting them know that Kevin with Quality Roofing will be happy to inspect them to ensure they are in good shape and operating properly.
 1. The Board approved the language in the letter Greg proposed.
 - v. Discussion regarding bids for lining up the mailboxes which are leaning different ways. Greg presented three (3) bids to for the project. John stated he knew of

another individual who installs similar mailboxes for McBride and had asked him to give a bid. John was going to give Greg the person's information so we could get another bid.

- vi. Discussion regarding the mailbox hangers. John told Greg do not charge for the hangers, just for labor. Greg said they would be installed at the request of the Owner.
 - vii. Discussion regarding the 4th of July occurrences. Owners stated in contrast to previous years there were no issues, folks stopped using fireworks at about 11:00 p.m. in accordance with the City ordinance. Greg stated he picked up the signs the next day and the trash had been cleaned up as well.
 - viii. Discussion regarding the September election. John explained that the Board is seeking nominations. Greg explained he drafted the nomination mailer and edits had been suggested and incorporated. The Board agreed to the mailer. Greg stated it would be sent out.
 - ix. The Board agreed to make the date of the Meeting the 24th of September. **This was later changed to the 4th.
 - x. Discussion regarding reserve studies. John stated that the last study had been done in 2005 and that another one should be done. Greg agreed to get cost on doing so.
 - xi. Discussion regarding siding repair. John asked that we use Quality Roofing for siding repairs.
 - xii. Discussion regarding resident contact information. John asked Greg how many people have returned contact forms, Greg received several back but explained some were not properly filled out.
 - xiii. Discussion regarding Christmas lights and other maintenance issues at 141 Homeshire Drive. Greg stated several letters were sent to this Owner and they have not yet complied.
 - xiv. John received insurance quotes from another broker and they were unable to quote a better price than J. Walsh Insurance. John proposed we accept the J. Walsh Insurance proposal to renew the current policy and not accept Manager Claim Fee Coverage, the Board agreed.
 - xv. The Board voted to approve the Architectural Request at 128 Homeshire for a storm door.
- V. Open Forum
- a. Owner at 221 stated that 141's back patio is in poor shape, several broken items such as a BBQ pit, chest freezer, camper shell and a fire pit.
 - b. Owner reported there is a dog that is allowed to run free in the community. A brown pit bull.
 - c. John asked if there were any questions, no further questions were raised.
- VI. Adjourn
- a. John adjourned the meeting at 8:09 p.m.
 - b. A short executive session was held after adjournment.