

**Boulder Brook Townhome Association
Board of Directors Meeting
November 15, 2021**

The meeting came to order at 6:30 p.m. at Andy Cink's residence. Board members present: Rhonda Smith, Andy Cink, Deb Fry, Joe Santi, and Mat Donald. Mike Smith was also present for the first 30 min.; as a past-president, Mike assisted with budget discussion.

Approval of Meeting Minutes

Motion to approve October 18, 2021, meeting minutes by Mat Donald; second by Andy Cink. The meeting minutes were unanimously approved.

Financial Report

As of October 29, 2021: Reserve \$90,362.09; checking available \$6,750.01; and money market reserve (siding) \$82,248.47. Motion to approve financial report by Deb Fry; second by Andy Cink. The financial report was unanimously approved.

Old Business:

- Dryer vent cleaning: Completed Saturday, November 13. Residents can pay by writing a \$34.00 check to Boulder Brook HOA and mailing to Steve Gulling Property Management; P.O. Box 57273, Des Moines, IA 50317.
- Bush and Hedge Trimming: Completed. The board agreed the project went very well. Trimming in front involving street facing bushes will be an annual event. Board discussed tree removal and agreed residents should seek approval before removing trees or making other major changes to the landscape.

New Business:

- Gutter Cleaning: Steve Gulling has been in contact with the company providing this service. Cleaning will take place the first part of December.
- Mowing: One more mow will take place, mainly to mulch fallen leaves.
- Snow Removal: Reminder that snow removal service takes place with at least 2 inches of snow. Salt will be applied to all driveways and common roads at the time of snow removal to help cut down on ice building up, and increase safety for residents when making their way to the mailboxes, etc.
- 2022 Budget/HOA Dues: Budget discussion was the focus of this meeting. Rhonda Smith, Treasurer, presented a budget for 2022 based on 2021 budget plus actual 2021 costs. After much good discussion, the board agreed that we need to build reserve (it is half of what it used to be) and must expect that costs for services will continue to increase. The attached budget was approved by the board and includes a 10% increase in monthly HOA dues effective January 2022. A letter and the budget will be mailed to all residents by December 1, providing 30 days' notice of this necessary increase.

Adjournment: With no other business to discuss, Rhonda Smith moved to adjourn the meeting; Andy Cink seconded. Meeting was adjourned at 8:20 p.m.

Next Meeting: The board meets the third Monday of each month; next meeting will be held Monday, December 20, at 6:30 p.m. at Deb Fry residence (#930).