

Boulder Brook Townhome Association Annual Meeting

Meeting Date & Time: October 3, 2021, at 3:00 p.m.

Meeting Location: Ankeny Golf & Country Club; Ankeny, Iowa

Wayne Fisher called the meeting to order at 3:00 p.m. All board members were in attendance as well as Steve Gulling, Gulling Property Management. Wayne thanked the residents in attendance and confirmed the meeting met its quorum requirements through attendance and proxies. Handouts were provided as follows: Agenda; Minutes from August 16, 2021, Board Meeting Minutes; P&L January through August, 2021; and P&L January through September, 2021. Wayne reviewed the P&L statements. With no updates to these or the minutes, Wayne asked for approval of the August minutes.

Approval of meeting minutes: Motion to approve by Ray Peters; seconded by Ron Belz. August Minutes approved.

Financial Report:

Wayne reviewed the financial report as follows:

- Money market (reserve) \$ 90,347.48
- Money market (siding) \$ 82,235.18
- Checking account \$ 12,273.48

Approval of August 2021 Financial Statement: Motion to approve by Jennifer Fisher; seconded by Deb Fry. August Financial Statement approved.

Old Business: Completed projects for 2020 and 2021

- **Berm and replacement tree planting:** The berm and replacement tree planting is following the established 10-year plan. The board has been watering new trees and bushes along the berm.
- **Entryway and landscaping:** Cleanout, new rock, and planting of low maintenance plants and grasses has been completed. Also, following the previous recommendations from the Board walkaround in May, the most urgent railroad ties around the association have been replaced.
- **Storm cleanup:** Wayne reviewed the effects of last year's Derecho, stating we were fortunate we suffered no building or roof damage. Damaged trees have all been removed and stumps ground; replacement trees have been planted. Wayne thanked the residents for

watering the new trees. We received \$10,000 from insurance which helped defray the costs; however, we also used \$10,000 from the reserve and transferred \$5,000 to bolster the checking account.

- Brick repair: Also prioritizing per the May Board walkaround information, damaged/worn brick has been repaired around the association. All those in attendance agreed it improved the look of the brick and was a worthwhile step.

Discussion re: Old Business included what projects were still “on the books” and how completed projects were determined/paid for. Wayne and the board reminded residents that these initial projects were prioritized based on the May walkaround which helped the board determine what projects were immediate and, most importantly, which projects could be completed within the annual budget. Moving forward, the board will continue to prioritize projects and complete them within budget.

New Business:

- Election of two new board members: Wayne Fisher and Steve Gwiasda have completed their two-year service on the board. Wayne asked for volunteers to replace these two spots. Joe Santi and Matt Donald both volunteered. They were approved by vote of those in attendance plus proxies submitted. Wayne and Steve were thanked for their service on the board.
- Rain gutters: Wayne has received a quote for gutter and downspout cleaning: \$2,439/year or, with three-year contract \$2,073 + \$700 if underground spouts are cleaned. It was agreed that the three-year contract should be secured.
- Bush trimming: Previously, the board proposed waiting until spring for trimming of the bushes; however, upon further review, it was determined that trimming should be performed this fall. Only bushes along the front and roadways will be trimmed; bushes in back will not be trimmed due to budget constraints. On Monday, October 11, 2021, members of the board will walk the grounds and mark bushes to be trimmed. The residents will be notified of this walkaround and should let the board know if they wish to forego the trimming.
- Members project discussions/suggestions:
 - Dryer vent cleaning: This annual cleaning is scheduled for November 8 at \$50/household; residents will be billed.
 - Mowing: Much discussion took place about speed/abrupt turning of mowers and missed spots. Steve Gulling will be on the property Tuesday, October 5, to address concerns with him and the mowing crew.
 - Leaves: Question was raised re: mulching of fallen leaves. Gulling will vacuum and haul the leaves at the appropriate time.

- Concrete repair: Driveways and common areas in need of concrete repair/replacement will be addressed in the next budget year.
- Salt during snow removal: Discussion re: salting of driveways; some residents do not want salting, others do. Steve Gulling offered his perspective that the service is either all or nothing; we simply logistically cannot do some and not others. For the safety of residents, it was recommended that salting be completed at the time of each snow removal. The board will address the budget.
- Overgrowth in back: Discussion re: overgrowth of bushes/vines at the back of our property. Need to determine property lot lines as some of the clearing may be the responsibility of the owners at the back of our property line.
- General cleanup: In years past, a dumpster was brought in to haul away yard waste and other items for residents. Board will determine the cost and address feasibility of continuing this effort.
- Window washing: Discussion re: residents who wish to hire window washing service for outer windows. Board will obtain bids and present cost for consideration among residents.
- Siding: Question was asked about when damaged siding will be replaced. Wayne stated that the cost of replacement will far outweigh the money received from original siding company. The reserve will need to be built up before bids are requested. The board will discuss and report back to residents.
- Interior projects (i.e., lightbulb replacement): Question was asked about requesting help with inside projects such as lightbulb replacement in out-of-reach spots. A list of resources could be the answer; residents also suggested searching out a service such as Angie's List www.angi.com or others.

Adjournment: With no other business to discuss, Rhonda Smith moved to adjourn the meeting; Andy Cink seconded. Meeting was adjourned at 3:55 p.m.

Next Meeting: The board meetings the third Monday of each month; next meeting will be held Monday, October 18, 2021, at 6:30 p.m. at Rhonda Smith residence (#1010).