

JORDAN SQUARE ASSOCIATION  
MINUTES  
Annual Board Meeting  
November 15, 2016  
Hy-Vee Meeting Room (1990 Grand Avenue, West Des Moines, IA)

Board members present: Andrea Bauer, Gayle Canada (President), Jim Gillaspey (Treasurer), Beth Kneeskern (Vice-President), Mary Jo Lonsdale, Sharon Parker-Lenihan (Secretary), and Gulling Property management.

- I. Quarterly Board meeting called to order at 7:30pm
- II. Review of minutes from September 9, 2016. Motion to approve Andrea, seconded by Mary Jo. Approved.
- III. Business from Annual Meeting concerns:
  - A. Discussed situation with homeowners parking in visitor parking. Sharon will share a note she composed to put on windshields of repeat offenders. She has volunteered to make multiple copies for Board member's use if the Board approves.
  - B. Discussed power-washing buildings. It was agreed that homeowners should not power-wash their own space. Power washing was not in the 2016 budget and our priority was to complete decks that were a safety concern. We will review the budget for 2017 and determine if it can be budgeted for spring.
  - C. Discussed having larger numbers put on the mail boxes for delivery people and visitors looking for units. Management suggested that a separate sign on a post would be better and will look into the cost.
  - D. Discussed usage of sand in containers by mailboxes. They are often used for garbage and few know about the sand. Decision was for Management to remove them from property.
  - E. The Board is still getting bids on replacing the trim around the garage doors and will follow up in 2017.
- IV. Election of Officers – it was discussed and voted upon that we would keep the same officers for the upcoming year until the next Annual Meeting in November, 2017. President-Gayle Canada, Vice-President-Beth Kneeskern, Treasurer-Jim Gillaspey, and Secretary-Sharon Parker-Lenihan.

V. Dates were set for 2017 quarterly Board meetings: February 14, May 9, August 8, and November 15 following the Annual Meeting. 2017 Annual Meeting: Wednesday, November 15.

VI. Meeting was adjourned by President, Gayle Canada, at 8:30 pm – motion by Sharon and seconded by Beth.

Respectfully submitted by Sharon Parker-Lenihan, Secretary

NEXT MEETING: Tuesday, February 14, 2017 at home of Gayle Canada.