

Venbury II Townhome Association  
Board Meeting at the Altoona Library  
Tuesday, January 10, 2023

Meeting called to order by President Doc Holiday at 9:00 a.m.

**Attendance:** President Doc Holiday, Vice President Donnell Vance, Secretary Lynn Bedford, and Director Sheryl McWilliams. Treasurer Pat Thompson is excused.

A quorum was established.

Homeowners present: None

Doc let the Board know that Pat will be terminating as Treasurer effective at the annual May meeting this year. Therefore, along with electing a President and Secretary in this odd year and Director, we will also be electing a new Treasurer for one year to complete Pat's two-year term.

**Previous Meeting Minutes:** November 8, 2022 Board minutes were approved by email on November 19.

**Financial Report:** Lynn gave the report. The balances as of December 31, 2022 are as follows:

Checking	\$ 14,163.46
Reserve	\$ 52,888.63
Insurance Deductible	<u>\$ 78,137.61</u>
	\$145,189.70

The insurance proceeds in the amount of \$53,073.66 were transferred from checking to Insurance Deductible on November 29, 2022.

Motion by Sheryl, 2<sup>nd</sup> by Donnell to approve the Treasurer's report. Motion carried.

**Committees:** None

**Unfinished Business:**

831 Elmwood - basement crack, Steve was going to check on this. Will wait for his update.

830 Elmwood - tree in back yard to be removed, not yet done - no update

838 Lindsay - Doc stated that he visited with the homeowner about a damp basement wall on the northwest side that has been this way reportedly for many years. Doc thought it could possibly be something as simple as the dirt has settled on that side and water is running towards the house. If it comes up again, we will need to take a look at it.

**Insurance Update:** No update on claim at this time. Lynn said we did state in the November minutes that we would decide at this meeting what we would pay Steve to oversee the work on this claim. Doc said we should probably stick to the same program we did when we did the reroofing. Steve was paid \$3,000.00 to supervise the reroofing.

His contract calls for \$150.00/hour for work beyond his normal property manager duties. Lynn said she did not feel he should be paid any less than what he received before when he has already spent a minimum of 5 walk-arounds that she and Doc know about. The walk-around that Doc and Lynn did with Steve and the adjuster took 2 hours and he did that at least 2 more times plus with the siding person and the gutter person so that's \$1,500.00 and the project hasn't even begun. Sheryl and Donnell did not necessarily disagree but were wanting accountability for any additional charges. Motion by Doc to give Steve a flat contract to complete this insurance project for a stated fee of \$3,000.00 and if Steve is unhappy with that figure after the job is completed, bring back documentation to prove how much more is needed. 2<sup>nd</sup> by Sheryl. Motion carried.

**New Business:** Insurance Proposal. Jim Kunze visited with Doc about our insurance. We cannot get a quote until our claim is settled. However, Doc asked if the Board would be okay if he and Jim would form an Insurance Committee to look into options. Motion by Donnell for Doc and Jim Kunze to form an Insurance Committee and 2<sup>nd</sup> by Sheryl. Motion carried.

Donnell reported on renting the Townsend home Senior Center for the Annual Meeting. The cost for us would be \$70.00/hour. The Board agreed that we did not want to spend the funds and would continue to use the Library. March 14 will be our next Board meeting here at the Library. There will also be an April meeting to prepare for the annual May meeting. Sheryl McWilliams, Marge Kness, and Gloria Sapp are on the Nominating Committee. They will be recruiting for President and Secretary for 2-year terms, Director for a 1-year term, and Treasurer to complete a 1-year term. They will also be asking for any individuals interested in being on the Audit Committee for 2023 to audit the 2022 books.

**Old Business:** Steve asked me to contact the homeowner at 826 Lindsay and have them complete a maintenance report for the rods and ground wire in the yard. This is an Association responsibility not MidAmerican. I did contact the homeowner and a maintenance report will be made.

**Business Approved by Email:** The insurance letter to homeowners was approved, signed, and dated November 20, 2022. Steve mailed this letter with other information prior to January 1, 2023  
Email to Steve on November 22, 2022 to transfer insurance proceeds to the Insurance Deductible account. Transfer was done on November 29, 2022.

**Business Approved by Text:** November 22, 2022 from Doc to Board. Board agreed to request Steve to transfer insurance proceeds from checking to Insurance Deductible. December 26, 2022 from Doc to Board. Joe (Elite Property Mnt.) called Doc to see if we needed snow cleaning. Board agreed to the snow removal and Doc reminded him to clean around hydrants and mailboxes.

**Good and Welfare:** Doc and Lynn put out the snow stakes.

Sheryl said we were charged \$256.00 last year to pick up the yards and haul it away before they began mowing. Sheryl asked why we can't do it ourselves? Sheryl and Donnell felt they could do this and even find volunteers and could get it to the brush drop off. They will need to know when the first mow is and let Steve know if they plan to do this in the spring

Donnell wanted to remind homeowners to check their sump pumps as the lifetime is 10 years, maybe 15.

Doc reminded that smoke detectors should be replaced every 10 years.

**Snow Totals**

November 14-15, 2022	3"
December 15, 2022	1.7"
December 22, 2022	2.9" @ 2:55 p.m.
December 22-23, 2022	5.2" (over all)
December 24-26, 2022	4"

Meeting Adjourned at 10:55 a.m.

*Lynn Bedford*

Respectfully submitted,  
Lynn Bedford, Secretary