

Venbury II Townhome
05/27/2025 5:30pm Board Meeting

Board Members Present/Property Manager:

Present: President John Pletchette, Vice President Denise Lestor, Director Donna Jacobson, Treasurer Laurie McLain and Steve Gulling, Property Manager

Absent: Secretary Lynn Bedford

Establish a quorum – Yes

Annual Meeting Minutes:

- Minutes will be approved once received from Lynn.

Treasurer Report:

- Balance sheet reflects Checking \$35,359.88, Reserve \$104,032.75, Savings \$22,787.51.
- Profit & Loss Budget vs. Actual 01/01/2025 through 05/27/2025
- Donna made a motion to approve the financial report. It was 2nd by Denise. Approved by all.

Old Topics:

- Renewal of HOA Insurance due 11/01/2025.
 - Steve has been receiving letters that the renewal premium may go up 25%. Will probably include a Wind & Hail Deductible of 2-3% and Higher options for the Property Deductible.
 - Reiterated it is important all homeowners have Loss Assessment coverage on their personal homeowner's policies.
- Review Committees:
 - Audit (Donna Jacobson, Laurie McLain and Janet Cory)
 - Nominations (Donna Jacobson, Sheryl McWilliams, Gary McLain)

New Topics:

- Purpose of our HOA Board
- Quarterly Board Meetings (Open to Homeowners) proposed by John P. for July, October, January and April.
- New Owners currently get information from Steve, i.e. Welcome letter to all new homeowners that states everything they need to do online and what they can find on online. And another letter to buyers, sellers and agents of things that need to be done. He is working on another letter to homeowners to improve communications.
 - Note to Board and Owners from Steve
 - Please be sure to leave your full name, townhome association and phone number whenever you leave a message.
 - Always complete a 'Maintenance Report' on the gullingproperty.com website.
 - Options to increase communications with homeowners were discussed.
 - Board Procedures for Maintenance and Repairs
- It was decided Steve and John will walk around this year to verify if any repairs/maintenance is to be done.
- As board members, we need to remind homeowners to complete the Maintenance Request form. Board members should not forward the information for the homeowner.

- Mowing schedule and Salt application
 - The property manager will determine the lawn mowing schedule based on weather conditions.
 - The property manager will determine when to apply salt applications in the winter as well.
- Dryer Vent Cleaning organized as an association to get a discount was done in 2024 (paid by each homeowner). Steve Gulling will manage the process next year, 2026. If any homeowner wants it done in 2025 they should contact a vendor directly.
- Leaf removal in the fall was discussed.
- **Next HOA Board Meeting: July 23, 2025 6:00pm at Library**

Respectfully submitted,
Denise Lestor, Vice President

(in the absence of Lynn Bedford, Secretary)