

Venbury II Townhome Association Board Meeting

Altoona Library

September 13, 2023

Attendance: Vice President Donnell Vance, Treasurer John Pletchette, Sheryl McWilliams, Secretary.

Excused President Randy Hartwig

Homeowners: Lynn Beford, Donna Burt, Melanie Harris, Gary & Laurie McLain, Bob & Betty Cardwell, Jim Kunze and Mark Holiday

Vice President Donnell Vance called the meeting to order at 5:15.

John motioned to approve the July 19 and August 7 minutes; seconded by Donnell. Approved.

Treasurer's Report: No report received at this time.

Old Business:

- Street Creep Project – there is no timeline on finishing this project. The Board would like to hold off until next year if there is no damage to the foundations.
- Maintenance and Repairs Committee requests that homeowners needing help with small projects to contact a Board member. There is a fine line when to call Steve or to help save money, we will take care of it. Fill out the maintenance form and send to Steve. Randy and Steve can decide who will be responsible (in-house or Steve). John Pletchette has graciously volunteered to take care of small projects. When the committee does the walk around in the Spring and Fall, then compiles a list for each homeowner of what should be done and states whether Steve or John will take care of the project and a check off box when completed. Discussion was held on cleaning the leaves out of the gutters this fall. Tabled for more discussion later.
- West Bend Insurance – a brief discussion was held and Steve will report back to the Board.

New Business:

- Gloria Sapp has resigned from the Director position. Laurie McLain and Doc Holiday has expressed their interest in that position. Since Randy is not present at the meeting, decision made to wait until he is back and then the four will meet and vote on fulfilling that position. After making the decision, the result will be posted on Venbury Facebook site.
- A request made to post on Facebook when mowers will mow and when snow removal will be done. Randy or Donnell will make the post.
- The newly formed Grounds Committee will look at snow removal plan, mowing plan and shrubs/tree concerns on an annual basis and make recommendations to the Board. Members are John Pletchette, Mark Holiday, Gary McLain, and Jim Kunze.
- Reminder to the Board that all communications with homeowners need to be dated and signed.
- Pat Thompson's name was listed as being a member of the Special Projects and Dues Committee in error. Her name has been removed.
- Reports from Committees
 - Audit: The June and July reports were distributed. The August financial report has not yet been received.

- Grounds: Recommendations from this new Committee will be sent to the Board for consideration. They will look at keeping the snow removal at 2 inches. Elite should be contacted in October on the decision for the number of times chemical applications for next year.
- Insurance: Ongoing discussions
- Maintenance and Repair: John took care of small projects recommended from the committee. A huge THANK YOU JOHN! Another walk around will be made this fall.
- Special Projects and Dues: Committee will work with Steve looking ahead at special projects and the budget and make recommendations.

Wasp/bees and insect control is the homeowner's responsibility. Note: Chemical treatment for insects, interior or exterior, is not an Association Maintenance responsibility.

Next meeting November 15 at the Library starting at 6:00 p.m.

Respectfully submitted,

Sheryl McWilliams
Board Secretary

Note: Received financial info after the meeting, but to keep everyone informed:

Insurance deductible	22,411.22
Checking	12,398.13
Reserve	<u>66,872.16</u>
	\$101,681.51

On Randy's return after the meeting, the Board voted by email, and Laurie McLain will replace Gloria Sapp as Director for the remaining term. Motion by Donnell to accept vote, seconded by Sheryl. Motion carried. The Director position is voted on yearly.