

The Cottages at Forest Park Homeowners Association, Inc.
2019 ANNUAL Meeting
January 16, 2019, 2:00 PM

Call to Order The Annual meeting was called to order at 2:00 pm on Wednesday, January 16, 2019 by Doug Tiefel. Other Board members present were Ron Blackwelder, Jack Von Eschen, Tom Burnett, and Ann Storm. Others in attendance were residents: Judy Blackwelder, Sharon Cruse, Mac Fraser, Janice Mirshab, Helen Moskovics, Karen and Doug Myers, and Shirley Talcott. Also in attendance were HOA Managers Jake Harris, Banjo Walker, and Caretaker Roc Dietz.

Approval of Minutes

- It was suggested that we dispense with the reading of the minutes from the October 17, 2018 Quarterly Board Meeting due to time constraints. It was moved by Tom, that the minutes be accepted as drafted, unless any corrections were needed, it was seconded by Ann, and the minutes were unanimously approved by the Board.

President's Report

- Doug sold #16 in October, for \$625,000 to an out of state investor. The Spiegels will continue to rent there. #13 is vacant but there are no plans to sell at this time.

Concierge Report

- Banjo presented the 2018 Year End financial report and we had 1.27% left at the end of 2018. At the end of 2017, we had 6.64% left, so while the budget was very tight, we did not go over budget for the year. We will transfer the overage of \$1320.42 into the Money Market. Jack moved to accept the Financial Report as presented; it was seconded by Tom, and unanimously approved by the Board.
- Banjo presented the Proposed Revised 2019 budget which noted the \$2687 insurance increase, as that was not accounted for when this was originally presented in October 2018. Tom moved that we adopt this new 2019 budget, dated January 3, 2019, taking the \$2200 insurance deficit from the Reserve to pay this extra charge. It was seconded by Ron, and unanimously approved by the Board. The Association Membership present, along with the Proxies, ratified the revised 2019 Budget as presented, noting that the \$10 increase in monthly dues is going to fund the Reserve account.
- We did not have the official audit report from Connie, our accountant, but Doug said he had spoken with her and the books were indeed in order and all monies accounted for.
- Regarding the new insurance premium, Travelers is now going to a 5% wind/hail deductible, which would cause us to not even file a claim should this happen again. We may explore insurance company options this year, to see if there is any way we can lower our costs. It was advised to all residents that they increase their HO-6 Policy to \$25,000, or as high as their agency will approve. Ron noted that he would like to possibly have our agent come over and do a short presentation on insurance coverage. We received another check from Travelers for \$22,333, as they overcharged us for the deductible. Ann moved that the money should go into the Reserve account; it was seconded by Tom and unanimously approved by the Board.
- It was proposed that we stay with our present service providers of Turf Paradise, Waste Management, Travelers Insurance, and Goose Haven for Snow and Grounds Maintenance. However, there was discussion about Turf Paradise and their less than stellar performance this past summer. They were unwilling to cut the grass higher, they left tracks in the turf,

caused by their mowing equipment, and there were issues with their weed trimming around the trees. The Board would like us to get comparable bids from other landscaping companies before signing a contract. It was moved by Ann that we continue with our present subcontractors, with the exception of Turf Paradise, Ron seconded the motion, and it was unanimously approved by all the Board members, with Doug abstaining.

Caretaker's Report

- Roc presented his report. He did clean the gutters prior to them being replaced. Roc is willing to do whatever is needed around here; all you have to do is ask him. Mac asked who will replace the heat tape, and Ron said that Patrick, from WestPro, will put up the heat tape when the roofs are all replaced.

Unfinished Business

- Grounds and Landscaping-Judy read a letter summarizing the efforts of the Landscaping Committee. Tom, Walt, and Ron have been monitoring the newly planted trees for sufficient water. In February, the committee will meet to discuss potential plantings and to review the plans for the golf course and for the berms. Tom mentioned we have money in the Reserve for the replacement of the sprinkler system in 2020. If we do winter watering, Roc is happy to connect and disconnect hoses as needed, noting it is critical to disconnect at night. There was discussion about how to complete winter watering if/when new plantings are put in, but at this time, there is nothing in place.
- Asphalt and concrete maintenance-we have some frost heave at the front door, but when the weather warms up, that should settle down. There will be more crack filling completed this year.
- Tom reported on the Vanguard account. There is noticeable fluctuation in the account due to the markets. We have lost some money, but still making about 3% on our investments. Tom did talk with Great Western Bank about increasing our Money Market interest rate to 2%, and they will let us know. Tom moved to advise staying the course with Vanguard as we are presently doing, and to try and improve our interest rate on the Money Market account. It was seconded by Ron, and approved unanimously by the Board.

New Business

- Regarding the Election of Officers for the 2019 year, the present Board is still serving its two year term until January 2020. There was discussion to review the By-Laws in order to stagger Board terms so that an entire Board wouldn't change at one time. Jack is resigning from the Board this year and the Board needs to fill his position for this calendar year. There were two residents interested, Janice Mirshab and Mac Fraser. After a tie vote, with Jack abstaining, it was decided that Mac would take the position for the calendar year. Janice would like to be on the Reserve Study Committee and Landscape Committee in order to better understand how everything works here. It was moved by Ron, seconded by Tom, to formally accept Mac on the Board and was unanimously approved by the Board.
- Regarding the roof replacement, the repairs are all completed. Patrick, from WestPro, has been attentive and responsive to all issues that have come up, specifically with the solar tubes. Gutters will be completed soon. Tom will be meeting with Patrick for a final walkthrough prior to WestPro's final payment.
- Snow Removal Policy: The policy was reiterated that less than 2 inches of snow will be removed by the Caretaker; over 2 inches will be removed by Goose Haven. By Lafayette City code, it is required that the snow be cleared once in a 24 hour period, after the snowfall has stopped. We will have the same policy here. Ice will be treated with sand dosing, after snow removal, not with ice melt that is presently being used. Residents will be informed of

this change using sand, and buckets and scoops of sand will be placed around the complex for Roc to use and residents to use as well. The trash areas need to be addressed as well as they can get icy. It was moved by Tom, and seconded by Ann, to adopt this revised snow removal policy, and was unanimously approved by the Board.

Architectural Control Report

- There was no report at this time

2019 BOD Meeting Schedule

April 17, 2019 at 3:00 PM
July 17, 2019 at 3:00 PM
October 16, 2019 at 3:00 PM

Adjourn

- There being no further business, on motion duly made by Ron and seconded by Ann, there was unanimous approval to adjourn the meeting at 3:50 p.m.

Respectfully submitted,

Jake Harris, Banjo Walker – Concierge

Doug Tiefel – President Date