



## ANNUAL MEETING

Wednesday, May 3, 2023 @ 7:00pm

Via GoTo Meeting

### MINUTES

1. Call Meeting to Order – 7:00 p.m. – Ellen Johnson
  - a. Welcome to all residents in attendance. Ellen asked everyone to please mute if they are not actively speaking. You may use the chat feature.
  - b. Purpose of Meeting explained by Ellen. The purpose is to comply with the bylaws and to elect officers to the Association.
  - c. Introductions. Ellen introduced Chris Hancock from Kramer-Triad who reviewed Virtual Meeting Protocol. The layout varies by device. If you have a question, please “raise your hand” and your question will be addressed in Q&A. General content only, not unit-specific please.

Ellen introduced Board members John Sprentall, Jessica Lehr, Joy Knoblauch, and Nick Oliverio. Everyone said a few words about their time at the Village.
2. Proof of Notice of Meeting – Chris Hancock confirmed that notice was given on March 31 and on April 17 to the community. There were email reminders from the office as well. If you do not receive emails, please contact the office to be added to the list.
3. Determination of Quorum – Chris Hancock indicated that quorum is comprised of ballots and those in attendance online. Our requirement is 41, and with ballots collected, quorum was reached.
4. Approval of 2022 Annual Meeting Minutes: Ellen called for corrections. Richard Gaeth made a motion to approve the minutes as presented, seconded by Sue Hansen. Motion passes.
5. President’s Report / Annual Review – Ellen/Board  
The Annual report for Fiscal Year May 2022 to April 2023 was mailed to all owners with the reminder notice which includes information on sales, the new fiscal year budget, updates on continuing projects, the year in review, unplanned expenses, and the year ahead.

Ellen went over how the budget is prepared: past spending, current contracts, and the reserve study all play a vital role in the lengthy and challenging budgeting process.

The fees increased last year (a corrective measure, in fact) to bring us back into balance. There were many years when the fees remained the same. Ellen recapped the Operating expense categories and provided an overview of the reserve expenses.

Painting and roofs are our largest expenses; concrete, chimneys, and decks are ongoing as well. Other continuing projects throughout the Village include tree and shrub removals, crabapple tree replacements, painting, foundations, water service lines/metering. We are also working on rehabilitating our playgrounds.

Onsite maintenance closed out 841 work requests.

Annual Report – Highlights reviewed during the annual meeting

Our management company Kramer-Triad has maintained our amazing on-site staff. Thank you to Kendra Zunich, our Community Manager, office staff Wanda Buster and Tracy Vincent; Maintenance Manager Dave Walke, Ron Beutner, and Ryan Pustay, for their collective care and commitment. Thank you also to Rita Khan, who has since left for another opportunity, and to Chris Hancock who is currently overseeing the community and staff while Kendra enjoys her parental leave this spring/summer.

Ellen explained the roles of board and committee members, naming active members and thanking them for all the dedication and sense of community.

Major events this past year:

Lingering Pandemic impact

National cost increases

Winter storm damage

Planned, done, or in progress are:

Long-term planning and preventive maintenance

Budget planning

Updated maps to track concerns and document preventive maintenance on foundations, chimneys, infrastructure improvements like roofing, insulation, gutters, and concrete. Soil boring was done at 5 units to understand ground conditions and add to our assessment of foundation issues.

Other projects in progress or re-introduced this coming year: buckthorn containment; continued use of the pool fob entry system; flower giveaway and yard sale; updates to our governing documents, with a dedicated committee and the collaboration of our legal counsel; and courtesy deck power washing/staining, which may be suspended after 2025 to reduce costs for other long-term planned expenses.

## The year ahead

### Goals:

1. Continued budget alignment and long-term planning to be prepared for needed expenditures, while maintaining appropriate level of reserves
2. Continue capital improvement projects
3. Limit negative impacts on residents and levels of service

Operating budget/expenditures: to keep things going

Top three: reserve contributions, payroll, and landscaping (we have 64 acres!)

Reserve budget/expenditures: to make things better

Top three: roofs, painting, and deck staining.

### Planned actions/discussion:

1. Government documents amendments – ramp up; move forward
2. Resident rules: more work to inform residents and help with corrective efforts.  
Focus: decks; critter control; exterior decorations/signs; others TBD
3. Implement foundation program
4. Connect with city on drainage plans for Village; share info, push for progress
5. Communications: do better with newsletter updates

## 6. Committee Updates

### a. Maintenance & Modification Committee, Lisa Lemble, Chairperson

In addition to the requests that come in for review over the last year, (a log of requests was provided to all owners in the mail), the M&M committee drafted specifications for crawlspace encapsulation. This committee thanks staff and management Kendra and Dave. Board members Ellen and John have been invaluable as board liaisons. Committee members were acknowledged and thanked for their service.

### b. Landscape Committee, Brian Rice, Chairperson

We review landscaping issues and requests, and we work closely with Superior, our landscape contractor. 26 requests have come through over the last year. A landscape tour will be done again this year when committee and board members tour the property to check status of issues. We updated the garden marker application to make clearer, and the budget was approved and submitted to the Board for the next fiscal year.

The Flower giveaway is planned for May 20. More information to be announced soon.

Side note: Suzanne Giraud's name was omitted on the committee list in the Annual Report, but has in fact been an active member of this committee for some time.

## 7. Election of Directors -- Chris Hancock

### a. 3 candidates:

David Brassfield

Ellen Johnson

Nick Oliverio

b. Election Results

Election tellers, Kat Irvin + Brian Rice, tabulated the ballots collected prior to the meeting. David Brassfield and Ellen Johnson received the highest number of votes. Congratulations! Ellen thanked Nick for his time on the board and asked him to stay involved on one of the committees as his perspectives and input has been valuable and appreciated to the Board and to the community.

8. Open Forum / Other Business

Linda Speck asked about automatic withdrawal and if she had to re-enroll.

Sue Hansen talked about the 2 meadows in the community. She hopes everyone is enjoying them. This is and has always been a volunteer activity. She asks folks to join in to help with this on-going project. If interested, please call Sue Hansen.

Jan Frank asked when in-person meetings will resume. Ellen said that we are hoping within the next year we can go back to at least a hybrid model.

9. Adjourn: Ellen adjourned the meeting at 8:04 pm.