

**Valley Pond Townhome Association Board Meeting
February 10, 2015
Griff and Robbie Wigley – 1133 Heritage Drive (Bldg. 4)**

The meeting was called to order by President Jim Pence at 7 p.m.

Building Representatives present:

Bldg. 1: Jim Pence	Bldg. 4: Griff Wigley	Bldg. 7: Jim Dale
Bldg. 2: Carmen Sevcik	Bldg. 5: Jim Anderson	Bldg. 8 -
Bldg. 3: Dan/Jan Foley	Bldg. 6: Norm Watt	Bldg 9: Gary Freking

Officers present: Jim Pence

* Jan Foley took minutes in Anita Hellie's absence

Secretary's Report: No secretary's report.

Treasurer's Report: M/S/P: Jim Dale/Norm Watt to file the treasurer's report for audit.

Old Business:

Architectural Committee Report: Nothing new to report.

New Business:

Nominating Committee confirms continuation of current building reps and officers and/or seeks replacements:

- Jim Pence stated that the same committee and building reps will continue, with the exception of Griff Wigley. He will be stepping down as vice-president and building rep, but will continue with maintaining the web page. This creates a vacancy for Building 4 representative. (Anita Hellie lives in Bldg. 4, but serves as secretary.)
- No one is currently designated as building rep for Building 7. Jim Pence will work on this. He pointed out that we are not required to have a building rep from each building; we are only required to have 3.
- Other positions:
Treasurer- Jim Pence will check to see if Sherry Freking wants to continue as treasurer.
Maintenance Committee: All but Jerry Krause are planning to continue.
Architectural Committee: Jim Pence will follow-up with current members.
Nominating Committee: No changes
Self - Audit Committee: No changes

Review of Association Policies Information Booklet (dated 5/4/2014):

- Booklet committee (Sherry/Anita?) to update membership list
- Jim Pence asked for suggestions of documents/templates that should be included in the booklet
- Norm Watt asked for one correction in his welcome letter at the front of the booklet ("townhome" should not be capitalized).
- Griff's name will be removed from the bottom of page 4.

Self-Audit Committee update:

- **Members:** Susan Bauer, Joe Grundhoefer, Frank Balster (Jim Dale will help if needed).
- Audit must be completed before annual meeting. Copies of all meeting minutes are needed.

Painting Contracts:

- Gene Bauer reported that two painting bids were received for Buildings 8 and 9: \$41,000 from Marcelino Delgado and \$27,300 from Scott Swanson. Gene recommends accepting Scott Swanson's bid. M/S/P: Gary Freking/Norm Watt to accept Scott Swanson's bid. Gene will notify both parties.
- Colors should be submitted to Gene Bauer by April 1. (Benjamin Moore Paint from Young's Paints)

Lawn Care:

- Carmen Sevcik received a bid from Almen's Lawn Care. The contract is the same as in 2014 with the exception of mechanical edging of sidewalks/driveways to be done once a month for \$160 each time. There was discussion about whether this might be needed only once per season. Carmen would also advise them regarding the use of less mulch and forming a "donut" around the tree.
- Carmen contacted Charlie Terpstra but hasn't received a response. His bid was high last year. She will try to contact him again.
- M/S/P: Gary Freking/Jim Anderson to table approval of lawn care contract until next meeting.

Insurance Update:

- Gary Freking spoke with the insurance rep at Flom Agency. We won't know the renewal premium until 6 weeks before the May 1 renewal. The agency doesn't anticipate large changes other than a 3% increase in valuation. We plan to continue with Auto Owners Insurance. Gary will check about coverage for solar panels. Policy can be changed anytime during the year, but currently Gary sees no advantage to working with any other insurance company at this time.

Adjournment: M/S/P: Jim Anderson/Jim Dale to adjourn.

Next meeting will be at Carmen Sevcik's (2123 Hidden Valley Rd.) on March 10 at 7 p.m.

Respectfully submitted,
Jan Foley (in Anita Hellie's absence)