

**Greensboro Condominium Homeowners Association
Meeting Minutes – Board of Directors Meeting
Thursday, April 20, 2017, Party Room, 6:30 PM**

Board Present: Tim Hilger, Daniela Hofer, Deb Wolkenbrod, Jack Chesney, Jane Kaufenberg, Cindy Benzaquen, Mark Stilley and Bill Theobald

Board Absent:

Gassen Company: Shayne Damian, Gassen; Apryl Lamberger; recorder

Other: Ric Hallquist

Homeowner Forum:

Rosie stated that she spoke with the City of St. Louis Park regarding rental inspections. The City stated these inspections need to be completed every 2 years. Shayne will send a letter to owners of rental units, and continue to notify Rosie of incoming residents and tenants. To date there are 112 rental units in Greensboro.

Matt Fossen with Dougherty Investments

Presented reserve investment performance, discussed updated investment policy and explained ETFs and Mutual Funds. Matt stated that Greensboro has enjoyed positive returns on its investments.

Call Meeting to Order:

President Tim Hilger called the meeting to order at 7:15PM.

Approval of Agenda:

Jane moved to approve the April 20, 2017 agenda as amended. Mark seconded. Motion carried.

Additions:

- Garage Bank A sump pump update. Cleaning and heater in fall on calendar (2x per year)
- Flood Insurance 7437
- InFocus – Broadcast TV- cost to fix
- Paint and new electrical post estimate from Steve Morkrid needed
- OLD -review the pool policy
- OLD- Mint Roofing reminder

Committee Reports:

Landscaping:

Daniela gave an update: Dorothy is in the process of ordering plants for Franklin Avenue's perennial bed and rain garden as well as working with an engineer on the cistern permit.

Mark moved to approve the committee reports. Bill seconded. Motion carried.

Secretary's Report:

Jack moved to approve the March 2017 Board Meeting Minutes as amended. Mark seconded. Motion carried.

Treasurer's Report:

Daniela gave a very thorough review of the 2016 annual audit, a copy of which is attached to the Minutes.

Bill moved to approve the Annual Audit. Deb seconded. Motion carried.

Jane moved to approve the March Financials. Jack seconded. Motion carried.

Daniela moved to approve the Amended Investment Policy. Bill seconded. Motion carried.

Daniela moved to invest in the Vanguard Short term ETF- not to exceed \$100,000 and leaving \$20,000 in each roof account. Jack seconded. Motion carried.

Deb moved to approve the Treasurer's Report. Bill seconded. Motion carried.

Management Report

Maintenance to the sump pump in Garage Bank A will be added to April and October in the Annual Calendar. The final homeowner will pay off their last installment on the Garage Bank A assessment in July.

Deck punch list items:

Please get your concerns into Management on or before May 15th, 2017 -notices will be posted and announced at the Annual Meeting.

ACTION ITEMS

Nature's Garden Proposals

Mark moved to approve the container planting proposal from Nature's Garden LLC in the amount of \$1,300.00, to be paid out of landscaping operating common. Bill seconded. Motion carried.

Bill moved to approve the perennial Garden Bed Maintenance proposal from Nature's Garden LLC, in the amount of \$7,700.00, to be paid out of landscaping operating common. Mark seconded.

Jane moved to approve the Pollinator/Perennial Companion Bed 2017 addition on West Franklin in the amount \$39,754.00. to be paid out of common landscaping reserve. Jack seconded. Motion carried.

Curb to Curb Proposal

Broom machine sweep of the entire parking lot and roads in the amount of \$925.00. Management to coordinate. To be paid out of parking lot common operating.

Blue Ox Heating & Air Annual Contract

Jane moved to approve the annual rooftop preventative maintenance contract, including filter changes, from Blue Ox heating in the amount of \$4,500. 48 total HVAC filter systems will be completed;

2bedroom- \$ 1687.68 to be paid out of 2 bedroom HVAC contract operating

3bedroom-\$2719.04 to be paid out of 3 bedroom HVAC contract operating

Daniela seconded. Motion carried.

Sav A Tree Proposal

Deb moved to approve the proposal to continue the emerald ash borer injections for 45 ash trees on the property by SavATree in the amount of \$7,723.80. to be paid out of trees common operating. Jack seconded. Motion carried.

Asphalt Associates Proposal

Deb moved to approve the repair for the asphalt settling at 7314 West 22nd street from Asphalt Associates in the amount of \$20,020.92 to be paid out of common reserve.

Jane seconded. Motion carried.

Asphalt Associates Proposal for Speed Bumps on the property

Board looked at the proposal and having looked at the facts, the negatives of the speed bumps outweigh the positives. The proposal was rejected.

Crack Seal and Seal Coating Proposals

Tabled to the May meeting

Caliber Program for Greensboro

Management is requesting the Board to consider the on-site staff having access to the Gassen Caliber software program to access resident information. This will enable sharing of contact information between Gassen and the on-site staff in an efficient manner. The cost to upload the program is \$125 per hour plus travel from Gassen's IT professional. The installation takes approximately 30 minutes.

Unanimous approval.

Maintenance Matrix Chart

Anthony Smith of Roeder, Smith, Jadin, PLLC created a maintenance matrix chart based off the governing documents of Greensboro.

Board will review for more accuracy – will be discussed in more detail in May.

TCM Proposal Repair Subfloor between units

Management to reach out to the owner – tabled.

DMR Work:

Daniela moved to approve brick repair work as follows: 2 bedroom = 3 weeks, 3 bed = 5 weeks, condo = 2 weeks for a total of 10 weeks at an hourly rate of \$115/hour for 2 workers, plus any necessary materials; to be paid out of the reserve account for each respective cost center's reserve fund. Jane seconded. Motion carried. Work should commence May 4.

InFocus

InFocus over the air TV 7413-7341; proposal is to trench a line and put a cable in next to the homes and each owner can tap into- \$2,800- tabled for May meeting

Old Business:

Pool rules

Daniela moved to re-approve any delinquent owner denied access to pool and rental of community room. Jane seconded. Motion carried.

ADJOURNMENT:

Jane moved to adjourn the meeting at 9:10 pm. Deb seconded. Motion carried.