

Greensboro Condominium Homeowners Association
Board Meeting Minutes
Greensboro Conference Call, April 28, 2020

The Regular Monthly Meeting of the Board of Directors of Greensboro was called to order 6:52pm remotely with GoToMeeting's by President Daniela Hofer, after presentation and Q&A of Nature's Garden and Hage Concrete on the various regrading projects.

A quorum was present with the following Directors in attendance: Arlene Bleecker, Jane Kaufenberg, Tim Hilger, Daniela Hofer, Dawn Knudson, Mark Stilley, Bill Theobald, Lauren Tomcheck & Deb Wolkenbrod. Also, in attendance were Gassen Company Property Manager Shayne Damian and Onsite Manager Ric Hallquist.

Tim Hilger made a motion to approve the agenda as amended was seconded by Jane Kaufenberg motion carried.

COMMITTEE REPORTS:

Social Committee Report - Lauren Tomcheck – No report.

Grounds Committee - Deanna Anderson – See attached report.

Architecture Committee Report -Tim Hilger – Club House project is going well,

Communication Committee - Jane Kaufenberg - Created a COVID-19 section in the News Brief for residents and updating them on what we are doing.

Bike Storage Committee - Bill Theobald - Will bring bike ideas for presentation next month.

Tim Hilger motioned that the Committee reports be accepted, Bill Theobald seconded, the motion carried.

Secretary's Report: Presenter, Jane Kaufenberg

Arlene Bleecker motioned that the Minutes of March 24, 2020, Regular Meeting be accepted as amended, Tim Hilger seconded, the motion carried.

Management Report, Presenter: Association Manager, Shayne Damian

Tim Hilger made a motion to approve KMS dryer vent cleaning for the Condo building for \$1,198, 2 bedroom \$1,058, and 3 bedroom \$1,534 Operating by cost center Deb Wolkenbrod seconded, motion carried.

Deb Wolkenbrod made a motion to approve the Condo carpet cleaning bid from Stanley Steamer for \$2,799.00, Arlene Bleeker seconded, motion carried.

Tim Hilger made a motion to approve the parking lot sweeping by Reliakor, for \$702 Common operating, Deb Wolkenbrod seconded, motion carried.

Tim Hilger made a motion to accept Nature's Garden 7205-7233 regrading bid for \$17,170, Common Reserves, and 7205-7209 \$3,488 stoop replacement with pavers, homeowner chargeback, Dawn Knudson seconded, motion carried.

Tim Hilger motioned to accept Nature's Garden 7407-7451 and 7414 North side regrading bid for \$98,094, Common Reserves, Lauren Tomcheck seconded, 4 in favor, 4 opposed, President Daniela Hofer voted in favor. Motion carried.

Bill Theobald make a motion to table 7412 condo south side proposed landscaping project , Deb Wolkenbrod seconded, motion carried, 3 opposed.

Tim Hilger made a motion for professional spring shrub trimming as requested by the Grounds Committee in the amount not to exceed, \$2,200 Bill Theobald seconded, motion carried, 2 opposed.

Tim Hilger made a motion to approve Hage's concrete sidewalk bid at 7205-7233 for \$28,850, Common Reserves, Mark Stilley second, motion carried.

Tim Hilger made a motion to approve Hage's Concrete sidewalk bid at 7407-7451 and 7414 North side for \$70,650, Common Reserves, Lauren Tomcheck seconded, 2 opposed. Motion carried.

Jane Kaufenberg made a motion to put the 2 bedroom patio project on hold in light COVID-19 situation and the patio charge back financing problem it may create, Mark Stilley seconded, motion carried.

Tim Hilger made a motion to approve Signs Now bid for Club House building numbers for \$235.68, Jane Kaufenberg seconded, motion carried to be paid out of Common operating.

Deb Wolkenbrod made a motion to have onsite staff remove the light pole by 7318, Arlene Bleeker seconded, motion carried. To be paid out of Common operating.

Comcast agreement – tabled.

Deb Wolkenbrod made a motion to approve the Mullen CPA Audit Report Jane Kaufenberg seconded, motion carried.

Tim Hilger made a motion to label 10 additional spots as Green Zone. Deb Wolkenbrod seconded motion carried.

ACI Asphalt repair tabled.

Treasurer's Report: Presenter, Jane Kaufenberg

Arlene Bleeker made a motion to approve treasurer's report Deb Wolkenbrod seconded, motion carried.

There being no other business, a motion to adjourn was made by Deb Wolkenbrod and seconded by Arlene Bleeker, and the regular meeting was adjourned at 8:46 pm.

Grounds Committee Report – May 21, 2020

The Grounds Committee is currently not meeting, due to COVID-19.

Some highlights to share, for awareness:

- Dorothy Pedersen was on sight 5/19 - 5/20 performing Spring maintenance and weeding in different areas.
- A project along West Franklin Ave will start the beginning of June to include Perennial bed extension (NE area of property).
- A drainage project will start in the beginning of June to take of water issues around the Clubhouse and tennis courts.
- The South Side Condo Project was tabled during the April Board Meeting. The Project will be revisited during the May Board meeting.

Greensboro Condominium Owners Association
Balance Sheet Comparison Report
As Of 4/30/2020

	<u>Balance</u> <u>4/30/2020</u>	<u>Balance</u> <u>12/31/2019</u>	<u>Change</u>
Assets			
<u>CASH OPERATING FUND</u>			
1010 - MN BANK & TRUST CHECKING	\$121,778.15	\$79,448.89	\$42,329.26
1020 - KLEINBANK OPERATING SAVINGS	\$0.00	\$0.00	\$0.00
1021 - MN BANK & TRUST OPERATING SAVINGS	\$365.68	\$364.84	\$0.84
1022 - TCF LAUNDRY ACCOUNT	\$0.00	\$0.00	\$0.00
1024 - OTHER BANK SAVINGS	\$0.00	\$0.00	\$0.00
1025 - PETTY CASH	\$0.00	\$0.00	\$0.00
<u>CASH OPERATING FUND Total</u>	<u>\$122,143.83</u>	<u>\$79,813.73</u>	<u>\$42,330.10</u>
<u>CASH REPLACEMENT FUND</u>			
1031 - MN BANK & TRUST RESERVE SAVINGS	\$427,782.63	\$339,238.85	\$88,543.78
1032 - MN BANK & TRUST ROOF RESERVE	\$188,249.98	\$178,916.66	\$9,333.32
1033 - OTHER BANK SAVINGS	\$0.00	\$0.00	\$0.00
1049 - DOUGHERTY 2BR GARAGE 3952	\$47,741.05	\$49,824.96	(\$2,083.91)
1050 - DOUGHERTY 2BR 2774	\$605.59	\$604.77	\$0.82
1051 - DOUGHERTY 2 BR ROOF 2775	\$367,883.94	\$380,862.34	(\$12,978.40)
1052 - DOUGHERTY 3BR 2776	\$15,860.44	\$15,820.70	\$39.74
1053 - DOUGHERTY 3BR ROOF 2777	\$634,548.65	\$647,172.64	(\$12,623.99)
1054 - DOUGHERTY CONDO 2778	\$293,911.29	\$296,097.42	(\$2,186.13)
1055 - DOUGHERTY CONDO ROOF 2772	\$626,464.17	\$647,577.25	(\$21,113.08)
1056 - DOUGHERTY CONDO GARAGE 3951	\$124,408.51	\$129,363.09	(\$4,954.58)
1057 - DOUGHERTY GARAGES 9708	\$0.00	\$0.00	\$0.00
1058 - DOUGHERTY COMMON 2773	\$130,318.84	\$135,561.60	(\$5,242.76)
1060 - DUE FROM (TO) OPERATING	\$4,878.54	(\$30,236.00)	\$35,114.54
<u>CASH REPLACEMENT FUND Total</u>	<u>\$2,862,653.63</u>	<u>\$2,790,804.28</u>	<u>\$71,849.35</u>
<u>CURRENT ASSETS</u>			
1210 - ACCOUNTS RECEIVABLE ASSOC/MISC FEE	\$12,202.55	\$9,356.26	\$2,846.29
1211 - A/R SPECIAL ASSESSMENTS	\$0.00	\$0.00	\$0.00
1215 - ACCOUNTS RECEIVABLE OTHER	\$0.00	\$0.00	\$0.00
1216 - ACCOUNTS RECEIVABLE SPECIAL PROJECTS	\$0.00	\$2,608.75	(\$2,608.75)
1219 - INCOME TAX RECEIVABLE	\$0.00	\$0.00	\$0.00
1220 - ALLOWANCE FOR DOUBTFUL ACCOUNTS	(\$2,395.00)	(\$2,395.00)	\$0.00
1230 - ALLOWANCE FOR LEGAL/DEDUCTABLE	\$0.00	\$0.00	\$0.00
1300 - PREPAID INSURANCE	\$6,289.62	\$1,459.36	\$4,830.26
1305 - PREPAID WORKERS COMP	\$252.94	\$455.26	(\$202.32)
1320 - PREPAID EXPENSES	\$0.00	\$0.00	\$0.00
1321 - PREPAID INCOME TAXES	\$4,800.00	\$0.00	\$4,800.00
1390 - CURRENT MISC	\$0.00	\$0.00	\$0.00
<u>CURRENT ASSETS Total</u>	<u>\$21,150.11</u>	<u>\$11,484.63</u>	<u>\$9,665.48</u>

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Assets			
<u>PROPERTY & EQUIPMENT</u>			
1525 - LAND	\$0.00	\$0.00	\$0.00
1526 - BUILDING(S) / 2 UNITS	\$78,640.00	\$78,640.00	\$0.00
1529 - BUILDING IMPROVEMENTS	\$0.00	\$0.00	\$0.00
1530 - CARPET	\$0.00	\$0.00	\$0.00
1531 - APPLIANCES	\$0.00	\$0.00	\$0.00
1532 - FLOOR COVERING	\$0.00	\$0.00	\$0.00
1575 - ACCUMULATED DEPRECIATION	(\$68,910.86)	(\$68,910.86)	\$0.00
<u>PROPERTY & EQUIPMENT Total</u>	<u>\$9,729.14</u>	<u>\$9,729.14</u>	<u>\$0.00</u>
 <i>Assets Total</i>	 \$3,015,676.71	 \$2,891,831.78	 \$123,844.93
Liabilities and Equity			
<u>CURRENT LIABILITIES</u>			
2010 - ACCOUNTS PAYABLE	\$0.00	\$16,111.41	(\$16,111.41)
2011 - DUE FROM (TO) RESERVES	\$0.00	\$0.00	\$0.00
2012 - RESERVE PAYABLE	\$0.00	\$4,505.05	(\$4,505.05)
2050 - SECURITY DEPOSIT	\$2,255.50	\$2,255.50	\$0.00
2070 - PREPAID ASSOCIATION FEES	\$45,822.46	\$44,818.96	\$1,003.50
2072 - PREPAID SPECIAL PROJECT ASSESSMENTS	\$3,555.00	\$3,555.00	\$0.00
2080 - PREPAID SPEC ASSESSMENTS	\$0.00	\$0.00	\$0.00
2310 - ACCRUED INCOME TAXES	\$0.00	\$0.00	\$0.00
2320 - STATE INCOME TAX PAYABLE	\$0.00	\$0.00	\$0.00
2330 - REAL ESTATE TAX PAYABLE	\$0.00	\$0.00	\$0.00
2332 - DUE FROM (TO) OPERATING	\$4,878.54	(\$30,236.00)	\$35,114.54
<u>CURRENT LIABILITIES Total</u>	<u>\$56,511.50</u>	<u>\$41,009.92</u>	<u>\$15,501.58</u>
<u>RESERVE EQUITY</u>			
3200 - REPLACEMENT RESERVE	\$2,622,316.72	\$2,381,262.94	\$241,053.78
3201 - FUND TRANSFER	\$0.00	\$0.00	\$0.00
3202 - UNREALIZED GAIN/LOSS	\$93,471.00	\$145,036.23	(\$51,565.23)
3249 - SPECIAL ASSESSMENT CONTRIBUTION	\$0.00	\$0.00	\$0.00
3250 - CONTRIBUTION TO RESERVE	\$161,700.00	\$475,116.03	(\$313,416.03)
3251 - CONTRIBUTION TO INTEREST	\$14,685.89	\$85,669.93	(\$70,984.04)
3301 - RESERVE BANK FEES	\$0.00	\$0.00	\$0.00
3302 - APPLIANCES	\$0.00	(\$9,161.11)	\$9,161.11
3306 - INTERIOR PAINTING	\$0.00	\$0.00	\$0.00
3307 - BALCONY/DECK/PATIO	\$0.00	\$0.00	\$0.00
3308 - BOILER	\$0.00	(\$32,450.00)	\$32,450.00
3309 - 903 GARAGE LINTEL PROJECT	\$4,050.01	(\$60,644.47)	\$64,694.48
3310 - STONE SILL	\$0.00	(\$15,632.57)	\$15,632.57
3311 - SEWER / DRAIN	\$0.00	(\$8,236.00)	\$8,236.00
3315 - CARPET/MATS	\$0.00	\$0.00	\$0.00
3322 - FENCE	\$0.00	\$0.00	\$0.00
3325 - ELECTRICAL	\$0.00	\$0.00	\$0.00
3327 - ENGINEERING/CONSULTING	\$0.00	\$0.00	\$0.00
3329 - WATER SOFTNER	\$0.00	\$0.00	\$0.00
3333 - FIXTURES	\$0.00	\$0.00	\$0.00

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Assets			
3341 - GARAGE	\$0.00	\$0.00	\$0.00
3346 - HOT WATER HEATER	\$0.00	\$0.00	\$0.00
3347 - HVAC	\$0.00	\$0.00	\$0.00
3350 - BRICK WORK	\$0.00	\$0.00	\$0.00
3352 - CLUB HOUSE GROUND FLOOR REMODEL	(\$20,519.99)	\$0.00	(\$20,519.99)
3354 - EXTERIOR SPRINKLER SYSTEM	\$0.00	\$0.00	\$0.00
3355 - LANDSCAPING	\$0.00	(\$53,503.00)	\$53,503.00
3360 - LANDSCAPING LOUISIANA PROJECT	\$0.00	\$0.00	\$0.00
3363 - SEWER PROJECT	\$0.00	\$0.00	\$0.00
3364 - PLUMBING	\$0.00	\$0.00	\$0.00
3367 - POOL ROOM	\$0.00	\$0.00	\$0.00
3368 - CONCRETE	\$0.00	(\$25,700.00)	\$25,700.00
3374 - ROADWAYS/ASPHALT	\$0.00	\$0.00	\$0.00
3375 - ROOF SYSTEM	(\$13,050.00)	(\$7,995.00)	(\$5,055.00)
3376 - PAINTING/EXTERIOR	\$0.00	\$0.00	\$0.00
3382 - SIDEWALKS	\$0.00	\$0.00	\$0.00
3383 - SIDING	\$0.00	(\$78,291.21)	\$78,291.21
3386 - TENNIS COURT	\$0.00	\$0.00	\$0.00
3391 - WATER MANAGEMENT	\$0.00	(\$9,172.54)	\$9,172.54
3392 - WINDOWS	\$0.00	\$0.00	\$0.00
3394 - PARTY ROOM REMODEL	\$0.00	\$0.00	\$0.00
3395 - RETAINING WALL	\$0.00	\$0.00	\$0.00
3397 - INTERIOR REPAIRS OTHER	\$0.00	\$0.00	\$0.00
3398 - UNIT REPLACEMENT COSTS	\$0.00	\$0.00	\$0.00
3399 - ASSN UNIT RENOVATIONS	\$0.00	\$0.00	\$0.00
<u>RESERVE EQUITY Total</u>	<u>\$2,862,653.63</u>	<u>\$2,786,299.23</u>	<u>\$76,354.40</u>
 <u>MEMBERS EQUITY</u>			
3500 - OPERATING RESERVE	\$0.00	\$0.00	\$0.00
3601 - FUNDS TRANSFER	\$0.00	\$0.00	\$0.00
3602 - COST CENTER TRANSFER	\$0.00	\$0.00	\$0.00
<u>MEMBERS EQUITY Total</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
 <u>Retained Earnings</u>	 \$64,522.63	 \$119,173.48	 (\$54,650.85)
 <u>Net Income</u>	 \$31,988.95	 (\$54,650.85)	 \$86,639.80
 <u>Liabilities & Equity Total</u>	 \$3,015,676.71	 \$2,891,831.78	 \$123,844.93