



**Wynstone Townhome Association
Annual Meeting Minutes
October 13, 2005**

The sixth annual meeting of the Wynstone Townhomes Association convened at 7:05 p.m. on Tuesday, October 12, 2004, in Heritage Room 4 at the City of Eden Prairie offices located at 8080 Mitchell Road. The meeting was called to order by Brian Nielsen, Board president. Other Board members present at the meeting were Rick Rikhus, vice president; Larry Greely, treasurer; Herb Legler, Board member at large; and Cathie Hegg, secretary.

The roll call was conducted by Rick Rikhus and showed the following members present:

Rick & Sandy Rikhus	Brian Nielsen	Melva Mayclin
Ruth Cina	Herb & Marilyn Legler	Gloria Husby
Helen Carlson	Wally & Margaret Naas	Michael Kaluza
Safeer & Saira Mirza	Roxanne Garoutte	Joan Carroll
Jim Nelson & Betsey Whitbeck	Cathie Hegg	Veronica Yearneau (proxy)
Ruth Kamin	Mel & Shirley Hunker	Larry Greely
Dick & Jackie Schuminski	Tom & Linda Carlson	

The following members had signed proxy forms: Jim Heller, Stan & Barbara Gillman, Mary Anderson, Joe & Kay Rogness, and K.M. Duevel (homeowner of home occupied by Fred & Ronnie Yearneau).

Proof of notice of the meeting was acknowledged, and minutes from the previous annual meeting held on October 12, 2004 were approved by the membership after a motion was made by Betsey Whitbeck and seconded by Jackie Schuminski.

PRESIDENT'S REPORT

Brian Nielsen discussed the Wynstone web site. Meeting minutes and other documents will be available to the homeowners on the web site.

Brian reported that the association has had a good year. The only major changes have been the replacement of the exterior lights in the front and back of each unit and the replacement of our mail boxes with secure mail boxes.

Brian reported that we have had to have two large trees removed because the city had marked them as 'diseased.' We were able to save money for the association in the removal, as Brian and Herb were able to cut the trees down and haul them to the street for pickup by the city.

Brian complimented the efforts of the landscaping committee and thanked the members Betsey Whitbeck, Marilyn Legler and Melva Mayclin for the great job they have done. The flower gardens really enhance our neighborhood.

The lawn maintenance company is also doing additional mowing in the pond area and in the back which really enhances the look of our grounds.

TREASURER'S REPORT

Larry Greely presented the Annual Meeting Financial Report for 2005 which had previously been mailed to the homeowners. Included in the financial report were the following unaudited financial reports prepared using fund accounting:

- Statement of Financial Condition at September 30, 2005
- Operations Compare to Budget – Year to Date at September 30, 2005
- 2005 Budget
- Operations by Fund – 2005 Year to Date
- Homeowner Balance Due Summary
- Homeowner Contact List
- Accountants Compilation Report
- 2005 Operating Cash Flow Projection
- 2005 Reserve Activity Projection and Detail Information Worksheet
- 2006 Board Approved Budget Details with 2005 Comparison per Unit Costs

Larry noted that all September income/expenses are included to be as up to date as possible, thus the date of September 30, 2005 is used for all reports and budget to date comparisons.

Key points of Larry's presentation include the following:

- The packet includes the Operations Budget projected through December, and Larry presented the report to let us know where we think we should be in December.
- The Budget does not have to be issued until December 1st, 30 days before the new budget date; however, he anticipates this Budget to be the final version.
- We should have \$1000 left at the end of the year, as we have done slightly better than anticipated when the original budget was created.
- The water bill may be more than \$800 under budget, as we have come up with a more efficient method to water the grounds and keep everything looking well.
- Larry started with the RDA study for the reserve requirements and moved it forward at a 2.5% interest rate. Larry noted that the RDA study was significantly behind on investment income.
- The homeowner dues will be increased in 2006 by the maximum allowable 5%. Larry noted that we can expect the dues to continue to increase annually and provided the detail to explain why the dues keep increasing. Larry estimates that the reserve dues will continue to increase by 2-3% per year until the investment income exceeds the amount needed to fully fund the reserves, which he said may or may not happen. He stated that originally we weren't reserving to replace the siding, and if we don't reserve for that, we would eventually incur a large assessment. Larry said that although we are not trying to 'catch up' with the reserves, we are trying to fund the accurate annual amounts.

Ruth Cina asked whether the property and casualty insurance will continue to increase. Rick Rikhus responded that the Board is checking on different premiums for various amounts.

- Detailed information is provided in excel spread sheets.
- The cash situation for the association is very healthy.
- The current budget and the proposed budget are very close.
- All dues are current.
- \$3,150.70 from the long term replacement reserve fund was used to replace the exterior lighting. This was approximately \$200 less than budgeted due to additional efforts of Sandy Rikhus and Brian Nielsen in picking up the lighting rather than having it delivered and in preparing the lights for installation.
- \$2,912.50 from the long term replacement reserve fund was used for the replacement of the mailboxes to a secured mail box system.
- TCF bank will no longer 'pull the funds' from the homeowners' bank accounts for the automatic dues payments. Each homeowner's bank must 'push the funds' to the bank used by the association. Larry has negotiated with a new company that does nothing but transfer funds. Larry reported that this change was made effective October 1st. If any homeowners find that they have been assessed a fee for this transfer, they should contact Larry.

Larry moved and Betsey seconded to approve the budget and financial reports as presented.

COMMITTEE REPORTS

The Grounds and Maintenance Committee members are Stan Gillman, Gene Kamin, Mel Hunker, and Herb Legler. Herb stated that the snow removal and lawn maintenance has gone well. He noted that Mel Hunker has been very helpful and continues to replace sprinkler heads when they break – saving the association maintenance fees. Herb noted that the mowers are mowing more area than in the past and everyone agreed that it has improved the appearance of the pond area and the area in the back.

The Architectural and Building Maintenance Committee members are Joe Rogness, Helen Carlson, and Jim Heller, and Jim Carroll. There was no report from that committee.

The Property Enhancement and Social Committee members were Betsy Whitbeck, Melva Mayclin, Gloria Husby, Shirley Hunker, and Marilyn Legler. The Property Enhancement Committee was instrumental in planting and maintaining the flowers in the flower garden as well as the Gazebo area. They have made great improvements to our common areas. The committee only spent half their budget on enhancing the property this past year. Betsey reported that the committee is also looking to expand gardens at each side of the gazebo. The Social Committee was responsible for the community holiday decorations (made by Gloria Husby), and decorating the Gazebo and coordinating the neighborhood National Night Out gathering ice cream social. The National Night Out was again a great success. The Social Committee also provided the food at the annual meeting.

ELECTION OF INSPECTORS OF ELECTION

Michael Kaluza and Sandy Rikhus were elected to serve as election judges.

ELECTION OF NEW BOARD MEMBERS

Two people are leaving the Board: Rick Rikhus and Larry Greely. Larry completed the last two years of the Board position of Carol Buelow.

There were two nominations for the Board: Mel Hunker and Larry Greely.

Since there were no additional nominations, and two positions to fill, a motion was made and approved that the association suspend nominations and elect Mel and Larry to fill the two open Board positions.

Following the Board meeting, a short meeting was held by the 2005-2006 Board and the Board members will hold the following positions:

Brian Nielsen – president
Herb Legler – vice president
Cathie Hegg – secretary
Larry Greely – treasurer
Mel Hunker – Board member at large

UNFINISHED BUSINESS

Homeowner Repairs

The home at 13652 still has a leak in the NW corner of the lower level that has not been repaired. The Board has reviewed documentation from the contractor, insurance, etc. Rick Rikhus reported that all builders must purchase 2/10 Home Buyers Warranty coverage, and even though Jasper is no longer viable, the coverage is still there for ten years. The coverage on those policies only warrants against structural defects and catastrophic failure of load bearing elements of the homes.

Homeowner Rules and Regulations

The 2004 and 2005 Boards have worked on drafting and revising the Rules and Regulations for Homeowners. The final version proposed by the Board was submitted to our attorney, David Hellmuth for his review and revisions. A copy was distributed to the homeowners at the annual meeting.

Some concerns were raised during the annual meeting. *The Board will review the following sections:*

Grounds – j. regarding signs, specifically no “For Sale” signs
Holiday Decorations – b. The language will be made more general to reflect the timing for decorations for any holiday, not specifically Christmas and Hannakuh.
Pets – a. The language will be clarified to allow more than two fish and/or birds.

OTHER BUSINESS

Gutters: Linda Carlson inquired about cleaning of the gutters if they are leaking, broken, cracked, and split. *The Board will investigate that issue and report to the homeowners.*

Siding: Our siding is made of molded plastic. If it needs to be replaced, it must be matched perfectly, including the cover. *Mel Hunker is working with the mowing crew who damaged the siding on the side of 13712.*

Wood chips: *Betsey Whitbeck agreed that the Garden Committee will research the issue of the cost, effectiveness and maintenance using wood chips with aeration, mulch, or rocks in the garden areas. There have been a lot of problems with the wood chips used in the past. Wood chips will need to be replaced frequently. A previous board conducted a study regarding the use of rocks, vs. chip. Brian will forward the results of the previous study to Betsey. Pricing from the previous study is expected to increase by 10% if undertaken during the summer of 2006..*

The meeting was adjourned at 8:54 p.m.

Action items are in italics.