



**Wynstone Townhome Association  
Annual Meeting Minutes  
October 13, 2009**

The tenth annual meeting of the Wynstone Townhomes Association convened at 7:00 p.m. on Tuesday, October 13, 2009, in Room 102 at the City of Eden Prairie Community Center located at 16700 Valley View Road. Joan Carroll, Board President, called the meeting to order. Other Board members present at the meeting were Jim Nelson, Melva Mayclin, Larry Greely Treasurer, Mel Hunker Board Member At Large, and Helen Carlson Secretary. The sign-in roll call was conducted by Helen Carlson and showed the following members present:

Rick & Sandy Rikhus	Herb Legler	Joe & Kay Rogness
Helen Carlson	Wally Naas	Melva Mayclin
Jim Nelson	Roxanne Garoutte	Gloria Husby
Mary Anderson	Mel & Shirley Hunker	Michael Kaluza
Gene & Ruth Kamin	Linda Carlson	Joan Carroll
		Larry & Pat Greely

The following members had authorized proxy forms: Ruth Cina, Carol & Bob Hennessey, Stan & Barbara Gillman, Jacquelynne Schuminski, and Cathie Hegg.

Proof of notice of the meeting was acknowledged, and the minutes from the previous annual meeting held on October 14, 2008 were approved by the membership after a motion was made by Gloria Husby and seconded by Roxanne Garoutte.

**SECRETARY'S REPORT – Helen Carlson**

Helen reported that all Board Meeting minutes and other important documents are regularly posted on the Wynstone web site by Brian Nielsen and thanked him for this service.

**BOARD MEMBER AT LARGE REPORT – Mel Hunker**

Mel reported that the tree maintenance program has been completed and that the maple trees have been sprayed three times for the worm infestation discovered this spring.

Railings and decks on the 10 remaining units received maintenance, and gutters were cleaned on all residences. Some deck railings were secured for stability and safety. It was noted that some deck boards are beginning to rot out and may need replacing in the next year or two. Sidewalks were replaced and repaired leading to the front entrances of two homes.

Two sprinkler control timer boxes were replaced and one more may need to be done next year. These were the original boxes and had reached the end of their predicted life cycle. Mel replaced 9 sprinkler heads at a savings of \$700 to the Association. More may need replacement next year.

All driveways and guest parking spots were seal coated and cracks repaired. Mulch was added to the front garden areas of all units. Mel also contacted the city, and they replaced our burned out streetlight.

### **TREASURER'S REPORT – Larry Greely**

Larry reported that the Association has assets of \$135,885.60. He reported that we have no outstanding dues, and we are spending what we are assessing. He has moved some of our monies around and presently is getting 3.5% and 4.6% on CD's invested at US Bank and Primvest. With interest rates low at this time, our earned money is not as great as in the past. He is keeping about \$10,000 to \$15,000 in liquid cash for needs as they come in. All current bills are paid and the Association is in good financial standing.

Current Condo Law requires that an audit/review of townhome associations must be performed, or voted by the residents to rescind (not have) an audit/review on an annual basis. A first year audit would cost around \$2400, only to be known once an auditor has been contacted and a proposal sent to the board. That would be an additional cost to the budget of about \$100 per household. If the association would choose to have an audit, it would mean an increase in next year's dues or the use of another line item allocation if no increase.

After discussion, by a show of hands, the motion passed 19 yes votes, 2 no votes to rescind (not have) an audit/review.

Larry presented the Annual Meeting Financial Report for 2009. This had previously been mailed to the homeowners and was a part of the Annual Meeting package. Included in the financial report were the following unaudited financial reports prepared using fund accounting:

- Statement of Assets, Liabilities & Fund Balances as of September 18, 2009
- Statement of Operations – By Fund – January through September 2009
- Operations Budget Overview - January through December 2009
- Operations Actual vs. Budget – January through September 2009
- 2010 Board Recommended Budget with 2009 Comparison Per Unit Costs

During discussion, Roxanne Garoutte questioned where the lawyer costs for the Architectural Modification Document appeared in the budget. Larry reported that those figures had not been paid when the Financial Report was drawn up. The cost for the

document was \$845.50. The Board made the decision to have this document prepared to protect the safety of the Association from any costs that might be the result of homeowner's structural changes. Ruth Kamin made a motion to accept the treasurer's report. It was seconded by Herb Legler and approved by a voice vote.

Larry reported that there would not be a dues increase for the 2010 budget. The only big change seems to be in the charge for water. The city of Eden Prairie has increased the way they bill and also the charge for water...rates go up and down depending on usage. We have a firm insurance quote, and Larry is confident that the rates will stay the same and could even go down. Rick Rikhus made the motion to accept the 2010 budget with a second by Joe Rogness. It was unanimously accepted.

## **COMMITTEE REPORTS**

Gloria Husby reported that the Social Committee has held several luncheons this year and has had many social hours at the gazebo to which all are welcome. Since Christmas is approaching, they are looking for a volunteer to host the annual party. It works out well to have it at one home with participants contributing appetizers or desserts. Melva Mayclin and Shirley Hunker also help out with the planning of the various activities.

Roxanne Garoutte reported that the Architectural Committee had just one request this year for the addition of a window to a residence. They researched the Declaration and came up with four recommendations to give to the Board in consideration of this request. It was after the presentation of these recommendations that the Board felt the need to have a legal document drawn-up. The Board thanked the committee of Roxanne, Melva Mayclin, and Joe Rogness for their work on behalf of the Association.

Roxanne suggested that a date be added to this document for future reference. Larry said that a date isn't really necessary as the document is registered in the office of the Hennepin County Registrar of Titles/Recorder and won't change with time unless the Association does so.

Gloria questioned the job of the Architectural Committee if we already have this document. Larry explained the difference between common property/limited properties and noted that not all requests may fall under this new document. The committee also helps the Board in doing the "leg-work" so that things are in place when requests are presented to the Board.

Marilyn Legler was not present to give her report on the Garden Committee. However, the Association expressed their appreciation for all she has done and wanted her to know that everyone mentions how lovely the garden areas look.

## **ELECTION OF NEW BOARD MEMBERS**

Jim Nelson stepped down after completing two years of his term as Board member. The Board appointed Melva Mayclin (as allowed in the documents) to fill out the one-year

remainder of his term. Helen Carlson's three year term as Board member has expired, and this position needed to be filled. Roxanne Garoutte nominated and Herb Legler seconded the nomination of Mary Anderson to the Wynstone Board. There were no other nominations, and Mary was elected to serve a three-year term.

### **OLD BUSINESS**

Special thanks were given to both Mel and Larry for the wonderful job they do with the maintenance of our Wynstone neighborhood and the financial record keeping. They both have agreed to another two years of service to the Association. It should be noted that if we had to hire a management company to do what these two men do, it would cost each homeowner an additional \$40 to \$50 a month in dues.

Roxanne Garoutte had a concern about the visibility of our street sign when approaching from the south. She wondered if the tree could be trimmed. Mel said he would check with the city to see if the sign could be moved a bit.

### **NEW BUSINESS**

There was no new business, and the meeting was adjourned at 8:00 p.m.