



**Wynstone Townhome Association**  
**Eden Prairie, MN 55346**

To: Wynstone Townhomes Association Members

From: *Wynstone Townhomes Board of Directors*  
Melva Mayclin, President      Roxanne Garoutte, VP      Gary Falkenstein, Secretary  
952/934-1220      952/294-9724      952/941-1708  
Larry Greely, Treas.      Mel Hunker, Board Member at Large  
952/294-0273      952/937-2968

RE: Board Meeting of August 27, 2013

The meeting was called to order at 7:16pm on May 8, 2013 at Melva's townhome.  
In attendance: Melva Mayclin, Larry Greely, Roxanne Garoutte, Mel Hunker, and Gary Falkenstein.

**Topics:**

- 1. Minutes of the last Board Meeting:** Gary read the minutes of the previous meeting. A motion to accept the minutes was made by Mel and seconded by Roxanne. The motion was approved.
- 2. Treasurers Report:** Larry presented a financial report for the first eight months of 2013. The Association is essentially on budget for the time period and Larry projected that would be the case at year-end. Two homeowners have not yet paid the special assessment of \$150 in support of the "Reserve Study". They will be re-invoiced. A motion to approve the report was made by Mel and seconded by Gary. The motion was approved. Also, Larry suggested that the "Reserve Study" be redone next year depending on the outcome of the insurance settlement for storm damage (see next topic).
- 3. Storm Damage Repair (by Mel):** Mel presented status report on storm damage repair. As of earlier in the day, the insurance company was proceeding with the replacement of all roofs, siding, and siding trim. In addition, the windows broken by the storm are to be replaced. He cautioned the settlement has not yet been formally approved, but is proceeding. The first step is the replacement of all roofs, which could start in the next several weeks.
- 4. Tree Report (by Roxanne):** Roxanne presented two bills for approval. The first was an old bill for the removal of the stump between units #13748 and #13760. Evidently the bill was missed earlier. In the second case, a tree suffering from Dutch Elm disease in the southwest corner of the property was removed by a neighbor by mistake. The town had flagged the tree, as well as another, as requiring removal. The neighbor requested a payment of \$150 to cover a portion his out-of-pocket costs. The Board agreed to honor the request.
- 5. Rental Agreement for Unit #13728:** Melva reported that she had not yet received a copy of the rental agreement. She will again ask for the copy.

- 6. New Business – 2014 Budget:** Larry presented a 2014 Budget proposal. The Board reviewed the various line items. The results of the “Reserve Study” approved at the 2012 Annual Meeting showed that the Association was substantially underfunded as compared to the requirements of Minnesota law and that the 2012 reserve payment of \$140 per unit per month was insufficient to account for inflation. An increase of \$30 per unit per month is included in the proposed budget. Costs associated with the remaining line items should have a minimal increase. The Board approved a monthly association fee of \$293 per unit, to be presented at the annual meeting for approval (motion by Mel, second by Gary).
- 7. Next Meeting of the Board:** The next meeting will be at 6 p.m. on Tuesday, September 17 to finalize the material to be sent to homeowners prior to the annual meeting. Larry requested that the material be given to him by Friday, September 13 so he can have copies made.
- 8. Annual Meeting:** Melva reported the annual meeting is scheduled for October 8 at 7:00 p.m. in the Heritage Room II – lower level of the Eden Prairie City Center.

The meeting was adjourned at 7:57 p.m.