



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 September 17, 2013

The meeting was called to order at 5:03 pm on September 17, 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:** The minutes of the last meeting were approved.
2. **Discussion of Project to Repair Hail Storm Damage:** Mel reported on status; He was told by the contractor that the first installment check from the insurance company should be available the week of September 23, in which case the contractor would like to start during the first week of October. Thereupon, there was a discussion of how to handle the management of project finances. Roxanne moved and Mel seconded that a separate bank account be established to receive and disburse moneys. Further, that the account be established requiring dual signatures of 2 active board members for disbursement checks, and that Melva and Gary have the initial signature authority. The motion was approved.
3. **2014 Dues:** Because repairing the hail storm damage will have a positive affect on reserve requirements in the short term, lowering the recommended 2014 monthly dues from the previously established number of \$293 (an increase of \$33 per month) was discussed. Roxanne moved and Mel seconded a motion to recommend an increase of \$15 from the 2013 amount (for a total of \$275). The motion was approved.
4. **Annual Meeting Notice:** The logistics of assembling the required meeting notices was discussed. Larry and Gary accepted the responsibility of assembling and mailing the notices.
5. **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 6:08 p.m.