

The Gardens at Swan Creek Board Meeting

Date: 2/2/2022

Time: 5:30 pm

Location: WebEx

Next Meeting Information

Date: 3/2/22

Time: 5:30 pm

Location: WebEx

ATTENDANCE

NAME	Present	NAME	Present
Nicole Hilsenhoff*	X	Amy Skora**	X
Kristin Gumbinger*	X	Matt Meekma	X
Chuck Bridwell*	X	Jeanne Edwards	X
Kelley Still	X	Melissa Wuest**	X
Jami Nemeth		Emily Diehl	X

*Indicates voting Board member

**Indicates Member at large

AGENDA TOPICS

Start Time	Topic (Lead)	Notes
5:30 pm	1. Call Meeting to Order (Nicole)	Time Call to Order: 5:33pm Motion to approve January meeting minutes made by Nicole. Seconded by Chuck. Approved.
	2. Follow Ups from last meeting (Kelley, unless noted)	See process updates in Action Items.
	3. New Business	No new business.
	4. Financial Review	No updates.
	a. Management Updates (Kelley)	Summary of work done in past month (See Action Items for additional details) a. Resident issues/complaint 1. Snow moved into garage area b. Sales since last meeting 1. See Attached c. Work scheduled to be done before next meeting 1. Sprinkler re-charging d. Bids in progress 1. Ace – caulk around windows set brick 2. Masonry tuck pointing

		<p>3. Concrete</p> <p>4. Dryer vent cleaning – still need to schedule; noticing several unit dryers are beginning to fail, possibly due to equipment lifespan. We have added this as standard process for regular maintenance.</p> <p><u>Exterior Painting Bids: (see meeting packet)</u> River Stone = \$26,680 Hourglass Painting = \$39,987</p> <p>Board discussed options of cost, funding, timeline, and color. Board would like to include a HOA survey question to obtain all members input on color.</p> <p>Chuck made a motion to vote on painting all units (doors, frames, pillars), accept Riverstone Painting bid at \$26,680 and use monies from 2021 surplus funds first and reserve funds if needed. Kristen seconded. Vote: Passed unanimously.</p> <p>Color decision is tabled until weather improves and obtain survey results. Double check if building numbers are included or not.</p>
	a. Review Annual Checklist	Complete for February.
(2 min)	Summary of Action Items (Melissa)	See action items summary below.
6:15 pm	Adjourn	Motion to adjourn made by Nicole. Seconded by Kristin. Adjourn time: 6:26pm

ACTION ITEMS SUMMARY (To be completed by Target Date)

ITEM	OWNER	TARGET DATE	STATUS
<p>New: Contact River Stone painting to accept bid & double check if building numbers are included in bid.</p> <p>Follow up with CertainTeed (status of settlement) – in process</p> <p>Contact Ganshert to request updated price + schedule Landscaping – in process</p> <p>Follow up on caulk and tuckpointing bids (Ace + Highpoint Masonry)-in process</p> <p>Contact (Finks) Concrete for second bid on alleyway repairs for garages – in process</p>	Kelley		
Distribute parking refraction printouts to Kristin/Chuck/Melissa	Nicole		
Create & Send HOA Annual Survey to all members. Include a voting question for paint color.	Nicole & Melissa	Draft review March HOA	

PARKING LOT (Topics to be addressed at future meetings)

ITEM & OWNER	DATE ADDED	ACTION
Parking Policy	10/6	Tabled to March/April 2022 meeting.
Price for City of Fitchburg garden plots (Ryan)	6/9	Revisit April 2022. Infrastructure repair and planning will be needed. Would like to re-survey owners on interest for use.
Paint Project: Colors for porches, pillars & doors Replacement of numbers: Currently would like to replace all.	6/9 Revisit 7/7	In process as of 2/2/22.
Deck Boards: Discuss assessment & plan for maintenance. Current state: Each individual owner is contacting Kelley when issues with boards arise.	7/7	Revisit Spring 2022
Re-survey HOA members for pulse check and compare to last year's assessment. Melissa has survey data.	9/1	In process as of 2/2/22