

The Gardens at Swan Creek 2nd Quarter 2023 BOD Meeting

Date: June 7, 2023

Time: 6:30 pm

Location: Zoom Video Conference

Next Meeting Information

Date: July 5, 2023

Time: 630pm

Location: Zoom

ATTENDANCE

BOARD MEMBERS		Present
Kristin Gumbinger	President	x
Melissa Wuest	Vice-President/ Secretary	x
Chuck Bridwell	Treasury	x
Peter Jones	MPM	x
Jeanne Edwards	Advisory	x
Nicole Hilsenhoff	Advisory	x

**Indicates voting Board member*

AGENDA TOPICS

Start Time	Topic (Lead)	Notes
6:30 pm	Call Work Session to Order	Kristin called the meeting to order. Time Call to Order: 6:34pm Minutes Review. Kristin motioned to approve MAY minutes Seconded by: Chuck
	New Business	Spigot by #33 Request for repair. This spigot was not turned off prior to this past winter, thus is damaged; MPM is aware, and Plumber is scheduled to repair. (#Crinkleroot Pest Issue): Two owners have 'critters' in their walls and ceiling. Ace is coming out to repair openings in roof. Deck Board Issues reported from 3 owners. Peter has Ace coming out to assess and repair. Discussion on adding a HOA Project to replace all deck boards, with wood versus composite. Board would like to obtain an estimate. Dead tree is in front of #59 and will need attention. Courtyard Light is wobbly and non-functional by #43. Needing attention. Tall lamp post protective plate (4 ft from ground) continues to keep falling off, needing attention.
	Financial Review	January – April 2023 Review Condo fees coming in. There is a 10% of each month's condo fees transferred into our reserve account. Charles is requesting more visual tracking of this transaction happening and to be added to the Profit & Loss statement. Having this visual is more accurate for decision making, especially at the end of the year.

		<p>Insurance expense is highest variation, \$15,000 as expected for this year. Board will keep an eye on this and mindful of expenditures this year.</p> <p>Edward Jones – Board is trying to plan a connection to learn options for best investment of funds as interest rates have risen. Peter will look into zoom meeting options for later afternoon.</p>
	Management Updates	<p>Summary of Work Completed</p> <ol style="list-style-type: none"> 1. Grass & Soil Repair – from snow removal and concrete projects. Additional Tree areas are yet to be completed. Peter following up. Watering plan – Sebastian is assigned to watering. Owners have not seen any evidence this is occurring. 2. Mulch Project – Sebastian assigned, and he will complete 6/8 and 6/9. 3. Garden Plots – Lawn mowing is allowing for more prairie to spread closer to the rain gardens leaving less space of mowed walkway. Suggestion to contact mowers, do a walk through and stake out boundaries. <p>Sales since last meeting – See attached.</p> <p>Bids in progress</p> <ol style="list-style-type: none"> 1. See BOD project list.
	MPM Meeting Changes	<p>Future dates & times CHANGE.</p> <p>MPM has announced they will only offer support for Quarterly BOD meetings this day forward. This is a significant change from our normal monthly cadence and the Board will need to work through these changes, especially with projects and ongoing maintenance needing to be completed.</p> <p>As of 6/7/2023, the remaining meetings for 2023 will be: September 6 (3rd Qtr.) December 6 (Annual, Live @630pm; Senior Center)</p> <p>Please reach out to Board members if you have any questions on these changes.</p>
	Action Items Summary	See below.
	Adjourn	<p>Motion to Adjourn made by Chuck</p> <p>Seconded by: Kristin</p> <p>Adjourn Time: 815pm</p>

ACTION ITEMS SUMMARY (To be completed by Next Meeting or Target Date)

OWNER	ACTION	TARGET DATE	STATUS
Peter	<ul style="list-style-type: none"> • Satellite dish removal of poles (email to owners) • Downspouts repair (Troy) • Pillar trim parts replacement (Troy) • BID for Window sealing (brick façade) from Exterior Renovation, Legacy, Frey • Fireplace Cleaning Survey: Survey HOA members for chimney fireplace cleaning servicing all units at same time, similar to dryer vent cleaning. Include (2 quotes). • Garbage corrals repair (Troy) date TBD • BID needed for My tree guy to address dead tree at #59 & replacement suggestion for #47 • #43 Courtyard light needing repair (wobbles, light out) 	July meeting	

	<ul style="list-style-type: none"> • Tall lamp post protective plate (4 ft from ground) continues to fall off, needing attention. • Contact concrete company for Bids to repair Drains for Buildings #2 & #4 (Peter HIOP) • Obtain estimate for deck replacements with composite for entire HOA. • Schedule Zoom meeting with Edward Jones for later afternoon with BOD. (ASAP) • Contact mowers, set up an on-site walkthrough to identify barriers for mowing between the rain garden and the gardens prairie limits. 		
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PARKING LOT (Topics to be addressed at future meetings)

ITEM & OWNER	DATE ADDED	STATUS
Consider terminology: Members at Large switch to Advisory	6/7/2023	Complete