

The Gardens at Swan Creek Board Meeting

Date: 9/8/2022

Time: 5:30 pm

Location: Zoom Video Conference

Next Meeting Information

Date: 10/5/22

Time: 5:30 pm

Location: Zoom Video Conference

ATTENDANCE

NAME	Present	NAME	Present
Nicole Hilsenhoff*	X	Jeanne Edwards	
Kristin Gumbinger*		Melissa Wuest**	X
Chuck Bridwell*	X	Dave Kneifl	
Kelley Still		Tricia Hillner	
Peter Jones	X	Paula Darr	
Emily Bley		Emily Diehl	
Sandy Olsen	X		

*Indicates voting Board member

**Indicates Member at large

AGENDA TOPICS

Start Time	Topic (Lead)	Notes
5:30 pm	Call Meeting to Order (Peter)	Time Call to Order: pm Motion to approve June meeting minutes by . Seconded by .
	Follow Ups from last meeting (Peter, unless noted)	See process updates in Action Items. 1. Riverstone Painting update (Peter) a. Painting progress has been limited this past month due to heat and safety. Peter and Sasha continue communications. We have 21-unit doors yet to be completed. Pillars and bump outs are yet to begin. 2. MyTreeGuy Update a. Work is scheduled for September 12-13. Peter will send owner notice. 3. Address #'s (Kristin & Sasha) a. No updates at this time. Kristin will check back. 4. Annual Checklist Re-Write 5. Alt's bid for Rain Gardens.
	New Business	
	Financial Review	6. Financial Review (Chuck & Peter) a. July 2022 Review. b. Project Expense Tracking.
	Management Updates (Peter)	7. Management Updates – Summary of Work Completed in past month. a. Concrete Crack Filling completed by Expert concrete. b. Sprinkler Project Completed. c. EDM Roofing work is in progress. Waiting on materials. d. Garage Downspouts repaired. 8. Resident issues & Complaints a. #54 Complaint on noise.

		<p>9. Sales since last Meeting – See attached.</p> <p>10. Work Scheduled to be done before next meeting:</p> <ol style="list-style-type: none"> a. My TreeGuy September 12-13 b. Ace – Finish porch roof replacement (Building #4) <p>11. Bids in process</p> <ol style="list-style-type: none"> a. Peter following up on Ace bids for: <ol style="list-style-type: none"> 1. Window caulking around windows set in brick 2. Bird Guards
	Review Annual Checklist	See Meeting Packet for Annual Checklist document.
(2 min)	Summary of Action Items (Melissa)	See action items summary below.
6:45 pm	Adjourn	<p>Motion to adjourn made by .</p> <p>Seconded by .</p> <p>Adjourn time: pm</p>

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

ITEM – Remove once completed	OWNER	TARGET DATE	STATUS
<p>Continue to Collaborate with Sasha (painter) and Communication Plan for painting project.</p> <p>Peter will reach out to additional waste management service options for the Board.</p> <p>Follow up on additional siding repair needed re: warping issues. (Kelley) There were several units previously identified needing replacement pieces.</p> <p>Peter will reach out to contacts to get bids on Rain Gardens project.</p> <p>Reach out to Ace in regard to supplies left on-site from porch rubber roof repairs.</p>	Peter	By next meeting unless noted.	

PARKING LOT (Topics to be addressed at future meetings)

ITEM & OWNER	DATE ADDED	ACTION
<p>Create & Send HOA Annual Survey to all members. Update</p> <p>3/2: Melissa put together a slide deck for Board to review and reflect on previous survey data. Will identify edits to survey based on feedback and add a question for paint color voting.</p>	5/4	