

**CORNERSTONE HOMES OF RICHMOND HILL**  
**P.O. BOX 8534, MADISON, WI 53708-8534**

Co-President: Maribeth Mohr maribethmohr@yahoo.com (expire 03/2017)  
Co-President: William Wiest wwiest5543@att.net (expire 03/2019)  
Secretary: Mary Ditchey mditchey@hotmail.com (expire 03/2017)  
Treasurer: Randall Reilly blueboy714@charter.net (expire 03/2018)  
At-Large: Mary Kedzie grandmabearkedz@yahoo.com (expire 03/2017)  
At-Large: Scott Fenton scottf814@gmail.com (expire 03/2018)  
At-Large: Joleen Shook acjshook@gmail.com (expire 03/2019)

**2017 Annual Condo Association Meeting Minutes**

March 7, 2017 at 7:00 p.m.

Location: Fire Station #13- 6350 Town Center Drive, Madison, WI 53716

The 2017 Annual Meeting was called to order at 7:07 p.m.

Members present were as follows: (14 needed for a quorum)

1. Ryan/Brett Randall
2. Maribeth Mohr
3. Ronnelle Wedig
4. Rich Nodorft
5. Mary Ditchey
6. Lynn Brown
7. Joleen Shook
8. Debbie Briggs (proxy)
9. Joan Jenson (Kay) (proxy)
10. Mary Kedzie
11. Randall Reilly
12. Verallyn Cline (proxy)
13. Connie Ferguson (Proxy)
14. Mary Lee Rossmassler (Proxy)
15. Scott Fenton (proxy)
16. William Wiest (proxy)
17. Cynthia Korbol
18. Carla Volkmann (proxy)
19. Lynn Zima
20. Tami Tetzlaff

**2016 Annual Meeting Minutes**

Maribeth Mohr made a motion to approve the 2016 annual meeting minutes. Joleen Shook seconded the motion and the motion carried.

**Old Business/President Report;**

- a. Roof replacement-The final 2 roofs were replaced last year. All roofs have been replaced in the Association.
- b. Lift Stations- Two pumps in the lift station were replaced again this winter. They were previously replaced in the summer of 2016. We have spent \$20,000 in less than a year to replace the pumps twice. The pumps burned out due to the fact that wipes and tampons are wrapping around the floats and motors, this causes them to burn out. PLEASE DO NOT FLUCH THESE ITEMS. The packaging may say that they are flushable, but they are not.
- c. Maribeth introduced Shandar who is the DSI Association Manager. She is on hand to assist in the management of the Association. Do not hesitate to reach out to her with any questions/concerns that you may have. 608-226-3089 [shoagland@dsirealestate.com](mailto:shoagland@dsirealestate.com)

d. There are currently no units for sale. Brennan's unit may go up for sale, but it is not known for certain at this time.

Q: is there are way for owners to get information regarding past/present sales?

A: Randy will provide that information to Shandar so she can have it readily available for any homeowner request.

### **Treasurers Report-Randy**

2016 proved to be an excellent year.

We projected to add 15% of dues to our Reserves Fund. However, we were able to add 35% of receivables.

We were able to do this since we had reduced snow and landscaping costs in 2016.

The law states that we need to set aside 10% of income to reserves fund each year. We choose to do 15%.

Reserve fund is used for unplanned/unforeseen expenses.

We have never had an assessment in the Association's history (since 1997). We want to avoid an assessment at all costs.

If we can put enough money in our reserve fund then our dues could potentially stabilize and we could use excess money for our planned expenses.

Our previous roofing expense on the budget was transferred to grading category; this amount to be used for future maintenance items.

We are done with a lot of the "big ticket" items;

Decks are done

Roof repairs are done

Q: Snow & Lawn Care –how long is the contract with G&K?

A: Our current contract is for 3 years. Snow removal is done on a per-time basis.

It was noted that some owners are unhappy with the distribution of salt. Some areas receive none and other areas receive a large pile and it is not distributed evenly. Shandar will mention this to G&K.

Q: What happens when owners do not pay their dues?

A: If an owner is not paying their dues, we can file a lien on their property. This will ensure that the Association will receive past dues when the owner tries to sell or refinance. If the unit is foreclosed on, the Lien will be absolved and we will need to write off the dues as bad debt.

Kay Jenson moved to approve the 2017 budget. It was seconded and approved by all attendees.

### **New Business;**

#### **a. Repair/maintenance items-2017 bids;**

Please see updated spreadsheet for current list of issues.

Items below the line are not as high priority as the items above, and may not be addressed this year.

DSI has obtained bids for the majority of the items on the spreadsheet. Shandar will obtain 3 bids for each project so the Board can compare.

-All of the driveways/parking lots & sidewalks need to be repaired. They all may need to be re-graded in order to be fixed properly. This project may need to be done in phases in order to get all issues repaired. This could potentially be a long-term project.

The Board of Directors will need to determine what sections are priorities and proceed with repairs accordingly.

-We are also looking to see if we can get the area by the tree-line re-graded. It is very challenging to walk back there.

-Bees in the eaves are an ongoing issue throughout the Association. Dennis with DSI can address the bees. They are dormant now and would be a good time for him to knock down the nests. He will work to knock down nests that are in the eaves, but please remedy the nests that are on your own decks. Please be aware that this will be an ongoing issue since bees like to make their nests in the same spot repeatedly.

-We have reached out to the roofing co to repair the loose siding near the roof line since it was most likely shifted when they were working on the roof.

-New items to add to the list; Adding Bollard lights to exterior walks. It was suggested to just have the homeowners that are close leave their porch lights on. This will not work due to the location. Shandar will work with Dennis to see if we can add Bollard lights to this area. The cost would fall to the Association for electricity.

Q: Can we reach out to the other association next door to see if they will help cover the drainage repairs in between our condos?

A: We could, but odds are good they will claim that it is not their issue.

Q: when the decks were redone, did they do edging on landscaping?

A: no, they did not do any landscaping, that would be addressed by the landscaping company.

Please be sure to reach out to Shandar at DSI if you notice any landscaping issues that need to be repaired. If G&K are not providing a service, do not hesitate to call Shandar and she can follow up with them.

The Board members typically do a walk through in the spring/summer to see what landscaping issues need to be addressed that year. We invite all homeowners to attend, especially if they would like certain issues addressed. If you cannot attend, please call DSI with any landscaping concerns you may have.

**b. DSI:**

The Board has elected to hire DSI Real Estate Group to assist in the management of the Association. Our contact at DSI is Shandar Hoagland. Please do not hesitate to reach out to her if you have any questions/concerns that you need addressed.

Shandar will be taking maternity leave any day now for 8 weeks. She will be available via email if needed. Jen Heller with DSI will be available while Shandar is out. Please do not hesitate to reach out to her at 608-226-3060 or [jen@dsirealestate.com](mailto:jen@dsirealestate.com).

**c. Elections;**

There are currently 3 open Board positions. Each position is typically a 3 year term. We have changed the structure to 5 Board members instead of 7.

Please note that whether or not you are a Board member, all meetings are open to all homeowners. Please feel free to come if you are interested.

It was decided that the following homeowners would take the following positions for the noted time period;

Mary Ditchey-President 1 year term  
Joleen Shook-Vice President-3 year term  
Randy Reilly-Treasurer-1 Year left on term  
Tami Tetzlaff-Secretary-2 Year term  
Scott Fenton-At large member-1 Year left on term

**Other Business;**

Mary Kedzie volunteered to spearhead a landscaping committee.

**Adjournment;**

Since there was no additional business, the meeting was adjourned at 8:24 pm

Note; A 3 year Board term warrants one month of free condo dues.

Meeting was adjourned at 8:30pm