
***Courtyard Condominium at the Crossing
Owners Association, Inc.***

**2019 Annual Meeting Minutes
February 13th, 2019**

DSI Real Estate Group, Inc.

Shandar Hoagland

Homeowners Present:

Matthew Bauman

Charlotte Benetti

Melinda Butcher

Donna Moreland

Fredrick

Dunkerson

Sonja Loberger

Mary Langenohl

Erik Veik

Jennifer Loeb

Diane Tigges

Dennis & Darla
Wessel

Sara Whirry

Kelly Higgins

A. MEETING LOCATION

Verona Library

B. MEETING START

Meeting schedule start: 6:30 p.m.

Meeting actual start: 6:35 p.m.

Meeting scribe: Kelly Higgins

C. AGENDA

- **Roll Call**
 - Roll call is obtained via the sign in sheet
- **Proof of Notice of Hearing**
 - Shandar displayed the mailed notice of hearing
- **Proof of Quorum**
 - The requisite 51% of all homeowners was not present
 - 13 of 44 units represented
- **Reading of Minutes of Preceding Annual Meeting**
 - Meeting minutes from the 2018 Annual Meeting were provided and read silently. There were no questions and the 2018 meeting minutes were approved.
- **Report of Officers**
 - Board members; Kelly Higgins, Jenny Loeb, Donna Moreland introduced themselves.
 - It was explained that the Board of Directors is acting as a committee, each with equal say rather than anyone holding positions.
- **Report of Committees**
 - There are currently no established association committees.

- The Board welcomes the formation of any committees that any members would propose.
 - By-Law review committee was suggested; The Wessels showed interest in this committee as did Mary Langenohl.
 - Pressure Washing Committee was mentioned; Jenny Loeb showed interest in this committee.
- **Election of Board of Directors**
 - We did not have a quorum present, the following homeowner's volunteered to remain on the Board of Directors for another year;
 - Kelly Higgins**
 - Jennifer Loeb**
 - Donna Moreland**
 There were no other volunteers for the Board at this time.
 - It is felt that there is a good mixture of how long Board members have been serving and how long Board members have been homeowners. We are looking for more Board members to volunteer to maintain that mixture and bring new ideas to the association.
 - Contact information for each board member will be forthcoming.
- **Unfinished Business**
 - There are currently several outstanding maintenance projects that need to be done and we are working to get bids/contracts for this work, but unfortunately there is a shortage of laborers in the state. This as well as the large amount of rain we had last year is causing our vendors to be extremely backed up and unable to take on new projects. We are trying to find new vendors. If you have any vendors that you have used in the past and would like to share their info, please send it to DSI at shoagland@dsirealestate.com.
 - We signed off on a contract with Barlow Builders in the fall to have another five units front window leaks to be repaired. Due to the extreme weather we have had this winter, they are behind schedule. They are planning to start in mid-March. We have reached out to our insurance agent regarding these issues and we are unable to make a claim. This falls under construction defects and it is not covered in our policy.
 - In regards to our insurance policy, we are currently obtaining bids for competitive pricing.
 - We are working on a document to include in the welcome packet that has information regarding unit specs like paint colors, storm door information etc. If you have any information regarding your condo that you think may be pertinent in the future, please share it with DSI.
 - Concrete repairs are in the works, but severely delayed due to vendor issues. We are looking for additional bids since it seems that Olson Toon may not get to our job this year.
 - Railing maintenance-Railing maintenance is the responsibility of the individual owners and we would like all railings to be painted or replaced with vinyl. We understand that this is not a priority until the concrete repairs have been made, therefore, we will not be holding any owners in default with repairs until concrete repairs are done.

- Welcome packet- It was brought up by a homeowner that we should have a more robust welcome packet for new buyers. The Board thought this was a great idea and we have put together a packet to share. We will continue to add more items if needed. This document will be available on the DSI website.

- **New Business**
 - DSI Website- the DSI website is currently under construction and will be up and running in the next month. Online payment is still available on our temporary page. Please remember that any dues outstanding past 60 days will incur a \$10 late fee.
 - We are looking in to bids for asphalt maintenance this summer.
 - Landscaping Contract-the 2019 landscaping contract has not been finalized yet and is still in discussion. We are leaning towards Maple Leaf again, but not sure at this time.
 - City of Madison sidewalk repairs-If you have received a bill for sidewalk repairs, please forward it to DSI and the Association will pay for it.
 - Gas Line Bonding-It has been brought to the board's attention again that some of the units may need to have the gas lines bonded; we are having ASG Electric inspect the units to see which units need this work done. Once we have all the info, we will decide how to move forward.
 - Power Washing of Condos-We received several bids for power washing last year and all the bids were quite different. The costs ranged from \$5000-\$15000. Some members believe we should have a power washing committee and handle this ourselves.

- **Review Budget**
 - Our expenses are rather high this year due to excessive snow removal. WE are currently working with Maple Leaf to clarify the contract and cost of snow removal, so this number may need to be adjusted.
 - Please note that beginning May 1st, the monthly condo dues are increasing from \$180-\$200. Please be sure to make the necessary changes to ensure your payments are updated.

We all collectively own this Association and the buildings we live in. We are all responsible for taking care of our buildings. DSI and the Board cannot do this alone, so we invite you to be involved – ask questions, volunteer, take action.

D. ADJOURNMENT

The meeting officially adjourned at 7:29 p.m.