

**Cardinal Glenn Condo Association**  
**2022 Annual Meeting Minutes**

**Facilitator: Shandar Hoagland, DSI Real Estate Group**

**Meeting Date: May 26, 2022**

**Location: Virtual**

**Meeting Called by: Cardinal Glenn Condo Association**

**Type of Meeting: Annual Association Meeting**

**Note Taker & Time Keeper: Shandar Hoagland**

**Attendees: (Please see sign in sheet)**

**Agenda Item:**

**A) Roll Call;**

Obtained via the sign in sheet

**B) Proof of Notice of Hearing;**

Shandar presented a copy of the letter that was sent to all owners on May 16<sup>th</sup>, 2022.

**C) Proof of Quorum:** There were 9 owners in attendance, a quorum was not reached.

**D) Minutes of Preceding Annual Meeting;**

The 2021 minutes were approved with no questions.

**E) Officers Reports:**

Only one owner that is past due.

**F) Committees Reports:**

No reports

**G) Election of Board of Directors:**

The current Board decided to stay on as well as the following additional volunteers.

Amy Turkowski  
Dana Craker  
Danny Smylie  
Chad Schaal  
Mary Jorgenson

**H) Unfinished Business;**

Deck repairs

Barlow Builders will be finishing up the decks in June (weather dependent).

Front railings

Barlow Builders is also inspecting and repairing these.

Concrete steps/walks

Continued repairs this summer

Landscaping

One more tree to be planted this summer to replace the ones that were removed last year. Vendor will also be providing a bid to clean up large shrubs in front of units on Silicon Prairie.

Q: Can owners assist in maintaining the landscaping?

A: yes of course, it is entirely up to the Board of Directors as to what they want to allow.

Q: We have some dead plants and overgrown shrubs, and the vendors are killing the grass by weed whacking.

A: We can ask the vendor to be more careful with the weed whacker. Landscapers will be replacing dead and dying shrubs. They will also be replacing dead shrubs as needed.

Q: After concrete is repaired will there be instructions for the vendors to reduce salt usage?

A: Yes, we will be sure to seal the concrete and talk to the vendor about reducing the salt usage.

Q: Black Ice was an issue last year, can owners throw salt down if needed?

A: Yes, you sure can. Please feel welcome to reach out to us if you need salt or someone to salt.

Q: Mailbox posts-can we inspect and repair these?

A: Yes, we can have maintenance look at them.

**I) Adoption and Approval of an Annual Budget;  
2021-2022 Expense Report;**

	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
<b>Snow Removal</b>	<b>\$12,096</b>	<b>\$11,739.52</b>	<b>\$356</b>
<b>Mowing</b>	<b>\$3,456</b>	<b>\$3,365.45</b>	<b>\$91</b>
<b>Management Fee</b>	<b>\$6,624</b>	<b>\$5,760.00</b>	<b>\$864</b>
<b>Maintenance</b>	<b>\$2,880</b>	<b>\$3,678.45</b>	<b>-\$798</b>
<b>HOA dues</b>	<b>\$4,032</b>	<b>\$4,291.56</b>	<b>-\$260</b>
<b>Utilities</b>	<b>\$2,304</b>	<b>\$2,718.94</b>	<b>-\$415</b>
<b>Landscape Maintenance</b>	<b>\$3,168</b>	<b>\$4,884.61</b>	<b>-\$1,717</b>
<b>Miscellaneous</b>			
Bank Service Charges		\$93.90	
Postage		\$31.73	
Storm Water Inspection		\$200.00	
Tax Preparation		\$350.00	
	<b>\$3,168</b>	<b>\$675.63</b>	<b>\$2,492</b>
<b>Insurance</b>	<b>\$8,352</b>	<b>\$10,068.51</b>	<b>-\$1,717</b>
<b>TOTAL</b>	<b>\$46,080</b>	<b>\$47,182.67</b>	<b>-\$1,103</b>

Reserve	\$5,760	\$5,760.00	\$0
<b>TOTAL</b>	<b>\$51,840</b>	<b>\$52,942.67</b>	<b>-\$1,103</b>

***The following Categories were over budget;***

Maintenance \$798  
 Utilities \$415  
 Landscape Maintenance \$1,717  
 Insurance \$1,717

***Following categories were under***

Snow Removal \$356  
 Mowing \$91  
 Misc \$2,492

An increase of \$20 per unit per month was suggested and approved by all owners in attendance. June 1<sup>st</sup> will be

Q: Was a fall cleanup done last year?

A: Yes, they do a fall cleanup that consists of leaf cleanup. We will discuss a more thorough cleanup each fall.

**J) New Business;**

Q: Do you know what the city will do for the increased traffic concerns?

A: I do not know, but will look to see what I can find.

Q: Why do we have a Verona mailing address?

A: My understanding is because the City of Madison post office cannot take on more.

**K) Adjournment.**

There were no additional questions or topics, so the meeting was adjourned at 6:43 pm.