

**Aspen Grove Townhomes Association
Board of Directors Meeting
Board Meeting Minutes**

March 15th, 2023

7:08PM - 8:49PM

I. OPENING OF EXECUTIVE SESSION – Present: Gerry, Linda, Julie, Danni, Peggy, Travis, Randy, Eric Phoned in, Nora

A. Treasurer's Report - Linda took \$100 out of checking to start the new savings account, depositing \$10 per month per unit. Discussion of expenses and income, as well as anticipated expenses. See Financials. Discussion of delinquent accounts. Board to get charged \$60 because of the \$10 increase for savings account.

II. OPENING OF BOARD MEETING

A. Agenda Approval, Julie motions to approve the agenda as written, Peggy Seconds, motion passed

B. Reading of minutes, Julie motions to approve the Feb 2nd minutes as written, Peggy seconds, motion passed. Feb 15th minutes, Peggy and Danni were not in attendance, Julie motions to approve as corrected, Danni seconds, motion passed

C. Maintenance Report, discussion on removing snow around the buildings to prevent water leaking into crawl spaces. Julie motions to have the maintenance crew experiment with time on Peggy's unit to shovel the snow away so we can calculate a cost for the whole community. Danni seconds, motion failed. Julie to post a message on the website for owners to check their crawl spaces as the snow melts, send reports back to Travis, as well as invoices.

III. GRIEVANCE FORUM

A. O10, missing siding. Gerry to call Raul and get them to reattach the fallen siding.

B. H1, has a tarp over their window, needs to be addressed, that should not be up there. Gerry to investigate.

C. H2, cannot credit their account, they did not get pre-approval for the work, nor are similar issues being paid for.

IV. UNFINISHED BUSINESS

A. Building Numbers, no development on testing prototype. To still be handled. Randy got a map where the EMTs have indicated good locations for the signs.

B. Roof Leaks, discussion of options, whether the board can fix the leaks and maintain the roofs or not. Decide to work on the Covenants to include a policy that roof maintenance is owner responsibility, and if it gets bad enough for association intervention, snow removal cost will be charged to the owner. Same concept as with the parking violation fine instituted. Julie to work on transcribing the Covenants so there is a document to start editing.

V. NEW BUSINESS

NEXT MEETING

April 19th, 2023

City Hall Board Room

1200 Main Street @ 7:00 PM

A. Street Water and Debris, discussion of the situation of sand and water on the streets. Decided to let the ice melt and deal with sand when it has settled.

B. By Laws Signatures, Denise came to the meeting and notarized all signatures on the bylaws. Randy motions to spend whatever it costs to file the bylaws with the county clerk. Julie seconds, motion passed. Gerry to get a few copies to the secretary for when needed.

VI. OPEN FORUM

V. END OF MEETING, Randy Motions to Adjourn, Travis seconds. Motion passed.

**NEXT MEETING
April 19th, 2023
City Hall Board Room
1200 Main Street @ 7:00 PM**

ASPEN GROVE TOWNHOMES ASSOC.
Profit & Loss
February 2023

Accrual Basis

	Feb 23
Ordinary Income/Expense	
Income	
Association Dues	
Finance Charges	130.19
Association Dues - Other	7,500.00
Total Association Dues	7,630.19
Total Income	7,630.19
Gross Profit	7,630.19
Expense	
Fees	25.00
Insurance	
Liability Insurance	1,278.08
Total Insurance	1,278.08
Professional Fees	
Accounting	600.00
Total Professional Fees	600.00
Repairs & Maintenance	
Snow Removal Roofs	1,200.00
Snow Removal Streets	2,980.00
Total Repairs & Maintenance	4,180.00
Supplies	
Grounds	666.67
Office	126.20
Total Supplies	792.87
Utilities	
Electric	169.23
Total Utilities	169.23
Total Expense	7,045.18
Net Ordinary Income	585.01
Net Income	585.01