

**Aspen Grove Townhomes Association**  
**Board of Directors Meeting**  
**Board Meeting Minutes**  
January 20th, 2022  
7:02 – 9:07 PM

**I. OPENING OF EXECUTIVE SESSION – Present, Gerry, Julie, Linda, Peggy, Megan, Eric, Della, Steward K11, Dennis excused**

A. Treasurer's Report – See January Financials. Discussion of Delinquent accounts. Agreement to speak to Mark Harris about one delinquent account.

**II. OPENING OF BOARD MEETING**

A. Agenda Approval - additions made, agenda approved, motion made by Julie, second by Eric, motion carried.

B. Reading of minutes – November Minutes need typo fixes, minutes approved as corrected, Peggy makes the motion, Julie seconds, motion carried. December Minutes corrected the same, motion made by Eric, second by Peggy, motion carried.

C. Maintenance Report – Gerry to speak to Raul about giving more detailed billing, been very vague. K12 has had water running into the house previously, to be determined where the leak is from, if it is exterior, we will pursue a repair, can't determine until spring.

**III. GRIEVANCE FORUM**

A. Cars over parked by the pool house, to be addressed when the snow melts.

B. Trailer parked by the K building, cannot be parked overnight during unit repairs

C. Burgundy unregistered vehicle, Della to issue a warning for registration. Della to investigate on covered vehicle to see if registration is up to date.

**IV. UNFINISHED BUSINESS**

A. New Mailboxes, to be deliberated by the budget committee.

B. Road signs, children at play and speed limit, prices to be investigated and budgeted.

**V. NEW BUSINESS**

A. Yearly Budget, committee organized of Julie, Peggy, Megan, and Linda, to schedule a meeting to make a draft budget, to be presented at the next board meeting.

B. Roof, Patio, Brick and Snow Removal. New by laws to address the responsibility, cost to be added to the new budget if necessary.

C. Building Number Replacement, to be added as a budget/5 year plan item to be addressed by the budget committee.

D. Owner/Renter Info Spreadsheet, Julie and Linda to collaborate and make and upkeep a spreadsheet for Owner/ Renter contact information.

E. Owner/Renter Insurance Spreadsheet, Julie and Linda to collaborate about obtaining and maintaining a list of Owner and Renter insurance.

F. By Laws Draft. Committee scheduled a separate meeting, to be addressed at the next Board meeting.

**NEXT MEETING**  
**February 17th, 2022**  
**City Hall Board Room**  
**1200 Main Street @ 7:00 PM**

ASPEN GROVE TOWNHOMES ASSOC.

Profit & Loss

December 2021

Accrual Basis

	Dec 21
Ordinary Income/Expense	
Income	
Association Dues	
Finance Charges	79.09
Association Dues - Other	7,440.00
Total Association Dues	7,519.09
Total Income	7,519.09
Gross Profit	7,519.09
Expense	
Insurance	
Liability Insurance	1,142.49
Total Insurance	1,142.49
Miscellaneous	
Fuel	0.00
Miscellaneous - Other	-35.00
Total Miscellaneous	-35.00
Professional Fees	
Accounting	400.00
Total Professional Fees	400.00
Repairs & Maintenance	
Building Repairs	125.00
Snow Removal Expense	4,131.35
Total Repairs & Maintenance	4,256.35
Supplies	
Office	148.06
Total Supplies	148.06
Utilities	
Electric	167.86
Water-Sewer-Sanitation	44.30
Total Utilities	212.16
Total Expense	6,124.06
Net Ordinary Income	1,395.03
Net Income	<u>1,395.03</u>