

THE VILLAS OF VICTOR MEADOW HOMEOWNERS ASSOCIATION  
2<sup>nd</sup> Annual Member Meeting  
September 29, 2021

The 2<sup>nd</sup> annual meeting of homeowners was held on September 29, 2021 at the Rice Creek Maintenance Facility in Hugo in accordance with SECTION 4 of the By-Laws of the Association. The meeting followed the Guidelines established by the City For Covid-19. Board members in attendance were PJ Nadeau, Rick Pratt, Dick Pickhartz, and Ed McCormick. Dale Maristuen, M&H Property Management was also in attendance. Members attending in person and by proxy registered prior to the meeting being called to order. Members received several handouts for the meeting which included a financial report as of August 31, 2021, insurance information and a homeowner directory.

Homeowners were asked to go around and introduce themselves.

**PROOF OF NOTICE OF ANNUAL MEETING:**

Dale referred the members to the Notice of the Second Annual meeting that was sent out to all homeowners of records on September 8, 2021. This Notice outlined the purpose of the meeting and included an agenda and Proxy form.

**ROLL CALL AND ESTABLISHMENT OF QUORUM:**

The members signed in on the registration sheet along with members that registered by submitting their proxy. A quorum was present for the meeting.

**ANNUAL REPORT AND FINANCIAL REVIEW:**

Dale reviewed the financial report with statement for the period ending August 31, 2021. The Association has two financial objectives;

1. To fund operations – the activities of conducting the business of the Association and the routine maintenance of building and grounds.
2. To fund adequate reserves for future replacement and major repairs.

The Associations checking account balance at TCF Bank is \$18,760.04. The Association has \$51,327.17 in CD's and a Money Market account all with Great Southern Bank. The Dedicated Reserves Account balance is \$59,525.00. The Annual Projected Budget for 2021 was also distributed at the meeting. PJ made a motion to accept the financial report. The motion was seconded by Rick and carried.

**NOMINATIONS AND ELECTION OF BOARD MEMBERS**

Dale explained how the first terms of office for Board of Directors is structured and that the terms of (2) members, Ed McCormick and Mark Gilbert, are expiring. Both Ed and Mark agreed to submit their names into nomination for the election subject to interest from other homeowners attending the meeting. PJ requested nominations from the floor and none were received. Ron Vilendrer made a motion to close nomination and elect Ed and Mark by unanimous white ballot. Dick Pickhartz seconded the motion and it carried.

**UNFINISHED BUSINESS:**

Declarant's Punch List to Complete Development

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Rick Pratt provided an update that covered Kettler Construction's requirement for the completion of the final lift on Empress Avenue and 150<sup>th</sup> Street which includes repairing cement curbs that have been damaged, correcting drainage issues between homes on 150<sup>th</sup> and the installation of a pergola and concrete slab with landscaping on Out Lot A.

### **NEW BUSINESS:**

#### Review of the Reserve Study Plan

Dale reviewed the above plan with the homeowners and explained how the ambiguity related to replacement of windows ended up in the Villas of Victor Meadow Declaration dated December 2018. In the discussion that Dale had with the attorney involved in this December 2018 Declaration, it appeared to be simply an inadvertent error that if left uncorrected would add \$56.85 to the required Reserve Plan collection per unit per month. Following a lengthy discussion by the homeowners, a motion was made by Rick Pratt to authorize the Board to pursue an amendment to the Declaration removing window replacement requirement language. The motion was seconded by Pam O'Neill and carried. Dale will work with the appropriate individuals to prepare the documents to amend the Declaration. Then the proposed amendment to the Declaration will be submitted to the homeowners for a vote.

#### Villas of Victor Meadow Website

Rick has started establishing a website to be made available to the residents, allowing information to be easily shared with the group. The approximate cost to maintain this site could be between \$300.00 to \$500.00 per year. After some discussion Iris Lier motioned that we move forward with it for 1 year and see how it works out. It was seconded by Dennis Friendt and carried.

#### Villas of Victor Meadow Committees

Dale and PJ shared information about creating four committees with volunteer members of residents. A signup sheet was passed through the members in attendance. Each of the committees noted below have 2 or more volunteers.

Architectural Committee – This committee would have the responsibility to review homeowner requests for modification to the exterior of the units or landscape relative to compliance with the standards of the Association and advise the Board on approval or denial.

Structural Maintenance – This committee would perform inspections of the buildings, driveways, streets and other amenities and provide recommendations on maintenance needs to the Board.

Landscape and Grounds – This committee would assist the Board in interfacing with the ground's maintenance and irrigation contractors on issues to solve problems and/or improve outcomes.

Activities - organize events and social gatherings, conduct polls to find out which events residents are interested in and for making event announcements both online and offline.

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### **HOMEOWNERS INPUT:**

- Dead or dying plants that are less than 1 year old – send information to Dale
- Ice on 150<sup>th</sup> and or Empress – may not be an issue once the lift is installed, if still an issue contact Dale
- Ice around mail boxes – Dale suggested we a large container of salt/sand with a scoop by the boxes so we can sprinkle as needed
- Trim weeds along pond shoreline – not cut by ground service, there may be regulations from Rice Creek Watershed
- Care of boulevard on Rosemary and cutting down the growth on Elmcrest – contact Hugo public works asking for assistance
- Plowing of walking path on Elmcrest – we have had the landscape/grounds provider plow this a couple of times, check with Hugo Public Works a to their maintenance of this path

### **ADJOURNMENT:**

PJ adjourned the meeting at 8:00 P.M.

Respectfully submitted,  
Pj Nadeau  
Acting Secretary