



**St. Frances Woods Townhomes
Board Meeting Minutes**
Date: August 14, 2025 at 5:30 p.m.
Lakeville Library

I. Call to Order: Dave called the meeting to order at 5:30 p.m.

Board Members Present:

President: Dave Callahan
VP: Terry Hunst
Secretary: Jeanne Cooley
Treasurer: Steve Pfiefer
Director: Howard Neren

Members absent: N/A

Other Present: Kimberly, Premier Association Management; Debbie Hintz 20624 Kearney Path

II. Agenda: Motion by Terry; Seconded by Steve to approve Agenda. **Approved**

III. Approval of Minutes: Motion by Terry; Seconded by Howard to approve June 26, 2025, Board Meeting Minutes. **Approved**

IV. Owner Committees and BOD Representative/Chair:

- Landscape Committee: Point Person is Howard Neren (has to be a board member); Eileen Neren 20527 Kalmeadow Court; Debbie Hintz 20624 Kearny Path; Ernie Papacek 20513 Kalmeadow Court. The committee will look for more members at the Annual Meeting. Ideas would go back to the board for feedback and pricing. Green & Black contract is up October 2026.
Tree Committee: This will be further discussed. It is possible to have members have input regarding reviewing, monitoring, removing, replacing trees. Rainbow Tree is way behind on projects because of storm damage.
- Hospitality/Welcoming Committee: Premier sends a welcome packet. Discussion regarding the need to welcome new families to the neighborhood within first 30 days. Ask for volunteers at the Annual Meeting and in the Newsletter. There is money in our budget for a card / basket etc.
- Results from National Night Out: Weather was perfect, but only 24 attending compared to 38 the previous year. Fire Chief, four Police Officers and John Bermel City Council Member stopped by. Many owners came from different areas in the Association. We will continue to request a Council Member and/or Police Officer as a guest. Twenty-four pounds of food and \$90 in cash brought to food shelf.

V. Business From the Floor:

Green & Black: Homeowner realizes it is difficult to get quality workers. Cost and timing of trees appear to be an ongoing issue. She is concerned with increasing dues.

The following were pointed to Jeremy during the walkthrough with Green & Black. They did communicate to the mowers and trimming, so we should be expecting better results.

- Grass Mowing Crews Driving on top of the edging and landscape rock areas which damages the black vinyl edging, causing breaks in the joints and other damage to the vinyl.
- Grass Mowing Crews Driving on the rock landscape rock which kicks out dozens of rocks into the grassy areas all over the yards which causes hazards to mower, and anyone if in the area if mower shoots one out.
- Down Spouts that land on the vinyl edging keep getting run into by the Wheels of the Mower Crews who are driving right on the rock/vinyl edging.

VI. Financials:

Checking Balance: BOD will send email for approval on Monday for approval once reviewed.

12/31/24 Balance: \$7,373.58 (\$2,375 fees paid in advance)

07/31/25 Balance: \$11,292.29 (\$3,395 fees paid in advance)

Operating Savings:

a. 12/31/24 Balance: \$39,017.05

b. 07/31/25 Balance: \$48,365.71

Replacement Reserve:

a. 12/31/24 Balance: \$976,831.49 (\$22,742.46 in US Bank Replacement “cash” account)

b. 07/31/25 Balance: \$1,000,351.18 (\$201,072.72 in US Bank Replacement “cash” account)

Reserve Study Update: The review was completed with a 2-hour meeting with Premier over the phone. The engineer will be out on-site next Monday, Tuesday, and Wednesday (weather dependent). HO will be sent an email alerting them to engineer visit. I should have a new study report within 3 to 4 weeks.

VII. Maintenance

- Road Replacement: Motion by Jeanne; Seconded by Terry to accept bid from ACI for Kearney Path re replacement of selected curbing, mill and overlay and the three failing catch basins. **Approved**
- Kensington Medium: The City is now maintaining this as they should have been all along
- Green & Black: General concerns were reviewed with Jeremy at the onsite meeting.

VIII. Other Business

- Owner contact list
- SFW HOA core values - these were given to the BOD for review.
- Annual Meeting: Possible guests would be Nate who owns Green & Black; Police Officer re crime and general safety concerns. September 5th resumes to owners. Premier will find the guest speaker and confirm availability.

IX. Next Meeting: Annual Meeting scheduled for October 20, 2025. 6:00 p.m. at the Emporium Room. Meeting information is posted online on the homepage.

X. Adjournment: Motion by Steve; Seconded by Howard to adjourn the meeting at 7:45 p.m. **Approved**