



**St. Frances Woods Townhomes  
Board Meeting Minutes**  
Date: 08/04/2022  
Lakeville Library

I. **Call to Order:** Terry called the meeting to order at 2:06 p.m.

**Board Members Present:**

Terry Hunst - President  
Lowell Timmersman- Director  
Tim Flodin – Secretary  
Ernie Papacek – Treasurer

**Members absent:** Dave Callahan – V.P.

**Other Present:** Kimberly Premier

II. **Agenda:** Motion Lowel, Ernie seconded to approve agenda as presented. **Approved**

III. **Minutes:** Motion Ernie, Tim seconded to approve 7/21/22 Board meeting minutes. **Approved**

**IV. Business from the floor:**

- **20531 Kal** – Owner called regarding garage door has rust and mold. Would like replacement. Board stated this project will be listed for 2023 and the owner must write it on their 2023 spring walkthrough form they are sent in the spring. Owner pointed out during walkthrough, and it was not classified for immediate replacement.
- **20745 KW** – Inside water damage due to peril of storm on roof. The owner and HO6 handle this type of repair. It is not from lack of maintenance but a storm. That is what insurance is for and the Board does not get involved with inside of units.

**V. Financial Review**

Delinquencies: No owner over 30 days delinquent.

Financial investment strategies: The funds of the Association as well as the financial investment strategies are important to keep owners' costs down and do proper due diligence in making the best interest possible off these funds.

Motion Lowell, Ernie seconded to get a second Annuity for 3 years at 3.9% with a A or better carrier.  
**Approved**

**VI. Maintenance**

Proposals: The Board reviewed proposals for 2022 fall work to be completed.

Unanimous motion to approve the following items for repair and replacement.

- Driveway replacement at 20516 KW and 20533 KAL
- Aprons will wait until 2023 next round to look at, 20596 KP will be reviewed by JW for resolution and completion this year. 20596 KP will be redone by JW to correct issues. Premier will work on pricing.

- Landscape revised list approved for Green & Black to complete
- Misc. repairs list for SPS Const. to complete
- Concrete lifting for 2023 will be reviewed
- Roof inspection, SPS will complete, no report received from 1<sup>st</sup> contractor

**VII. Old Business:** N/A

**VIII. Other Business:**

- Owner contact list supplied to the Board
- Annual meeting discussion and prep. – There will be one position that the board member will not be running again for another term.

**IX. Future Business:**

**X. Next Meeting Date:** Premier will schedule Annual meeting and will get back to the Board with the date.

**XI. Adjournment:** Motion Tim, Ernie seconded to adjourned @ 4:03pm. **Approved**