



**St. Frances Woods Townhomes  
Board Meeting Minutes**

Date: 11/21/2022

Conference call

I. **Call to Order:** Tim called the meeting to order at 8:10am

**Board Members Present:**

President: Tim Flodin

VP: Dave: Callahan

Secretary: Jeanne Cooley

Treasurer: Steve Pfiefer

Director: Rebecca Tofte

**Members absent:** N/A

**Other Present:** Kimberly, Premier Association Management

II. **Agenda:** Motion Jeanne. Rebecca seconded to approve agenda as presented. **Approved**

III. **Business from the floor:** N/A

**IV. Financials**

2023 Reserve study review: Motion Tim, Dave seconded to reduce reserve contribution by \$53 a unit per month and contribute those funds to the operating inflationary increase for 2023. **Approved**

2023 Operating budget: Motion Jeanne, Tim, seconded to accept 2023 budget as revised with no increase in fees for fiscal year 2023. **Approved**

- Premier will send minutes and draft letter to Jeanne for first review.
- Premier should be completed with Master Insurance on roof claim by mid-December for review with the Board. More information at that time. Owners then can be notified on what steps need to take place for any needed HO6 involvement.

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

VIII. **Other Business:** N/A

IX. **Next Meeting Date:** TBD for 2023

X. **Adjournment:** Motion Dave, Steve seconded to adjourn meeting @ 9:20am. **Approved**