

**MAPLEWOOD VILLAGE CONDOMINIUM ASSOCIATION****Tuesday, August 14, 2018 Meeting****Maplewood Village Lodge – Fireside Room****413 SE Delaware Avenue****Ankeny, Iowa****CALL TO ORDER:**

Due to the absence of President Lowell Morgan, Vice-President Butch Snyder called our meeting to order at 6:30 p.m. It was at our last meeting (June 12) that Butch was introduced as a new member of the Board who will serve the Association as Vice-President. At what was only his second Association meeting he found himself in the spotlight serving in the President's role for the evening. We applaud his courage. Those who have met Butch and his wife Wanda recognize them to be a fine addition to Maplewood Village. Many may not know that just one week ago Butch had an appendectomy.

Butch's first request of the evening was for those assembled to stand for a moment of silence and reflection in honor of our friend and neighbor Tom Pilcher who passed on July 1. Tom had served as President of our Board and in spite of a prolonged ordeal with heart trouble, surgeries and frequent hospitalizations, was present and participated in our last meeting on June 12. He will also be remembered as a co-founder of our Tree & Landscape Committee. Tom will long live in our memories.

**ROLL CALL:**

Present: Butch Snyder, Vice-President; Carol Pickett, Treasurer; Karen Longnecker and Dale Moser. both members of our Executive Committee.

Absent: Lowell Morgan, President and Zona Lint.

Also present: Manager Tom Carmichael and Secretary to the Board, Charles Wright.

**APPROVAL OF MINUTES (of June 12, 2018 meeting):**

There being no additions or corrections to the Minutes of our last meeting (June 12, 2018), Carol made a motion that they be approved. Her motion was seconded by Dale Moser and the Minutes were voted the unanimous approval of the Board.

### **TREASURER'S REPORT:**

Butch next called on Treasurer Carol Pickett for her report. The following is Carol's report in her own words:

*"As of July 31<sup>st</sup> we have \$201,089.52 in CDs. We have a \$50,000 CD maturing in September. So we will roll over to a new CD and add enough money to make it a \$60,000 CD. We are hoping to every other month, or at least every quarter, take out another CD so we can build our Reserve Replacement fund. A complex our size should have a Reserve of approximately \$800,000 and we are not near that amount. Doing a roof replacement every other year depletes our Reserve so we need to try to stay ahead of the game.*

*"At the end of July we had \$49,121.61 in our checking account. We were operating at 17.8% of our budget."*

### **MANAGER'S REPORT:**

Referring to Treasurer Pickett's report, Manager Carmichael said that when he came here he did not know the term "Reserve Replacement fund." He learned that this is a term for our fund reserved for replacing critical needs – roofs, concrete, sidewalks, carpeting, etc. Tom said that when he started working here he inherited about ten years of neglect, particularly with replacing roofs and repairing concrete. This is why we are doing strategic planning. He said that Tom Pilcher, in his wisdom, insisted that we form a plan which will replace a roof every two years, beginning with those that most need the attention. We have tried to increase association dues around 3% for the past several years and that will continue due to the fact dues were not raised for the previous 10-15 years. To that end, we are putting a certain amount into reserves every single month. When you note in our published financials a sudden steep drop in reserves, it's because we've just added another new roof.

Tom next reported on progress erecting our maintenance building. At this point, we report that several residents have objected to the term "shed" to refer to our handsome new building or shop, so heretofore it will be called the "Maintenance Building" or "Maintenance Shop". (The term "shed"

evokes the image of a lean-to or potting shed tucked out of view in an otherwise attractive garden.) The maintenance wall and the electricals have been done and have been inspected by the city.

The work on Building 5's new roof is nearly finished. You will next observe workers placing new gutters on the roof. Paneling inside the Maintenance Shop is being finished. When that is completed the electrician will return to install outlets and hang the fixtures and then the city inspector will return for a final inspection. A few more steps -- concrete, shelving and countertops - - are needed before we are ready for a grand viewing and ribbon-cutting ceremony. At that time the Social Committee will be ready for their planned ice-cream social. Manager Carmichael promised to bake a cake for our celebration. This evening he shared with us the little-known fact that among his past work experiences he used to be a professional baker and created over 500 wedding cakes over a period of ten years.

Planning for fall, Tom announced that we're readying fertilizer for our grounds. We're going to make improvements on our irrigation system before shutting it down for the winter. In our budget we have allowed money for a power rake that will be pulled by a mower, pumping cuttings into bags for disposal. Tools we've been purchasing, while a little expensive, will save money we've been paying out for years. We have the crew that can do the work and they will save us money.

We'll stock up on some salt and cross our fingers that it will not be needed this winter. Finally, when the projects for a very busy fall are completed, attention can be given to chores in the Lodge, including some ideas to improve the acoustics there. We are going to find ways to improve sound in the Lodge -- something we've wanted to do for a very long time. An acquisition we've long wanted for the Lodge's kitchen is a self-cleaning oven. This should assist residents and caterers who carry hot dishes to the Lodge and want to keep them warm before serving. We'll also give attention to the patio. The fencing around the patio needs attention. Many of the improvements for this area will come from donations. There have also been concerns expressed about improving nighttime lighting in the immediate area around the Lodge.

### **UNFINISHED BUSINESS:**

Approval of funds to complete the Maintenance Building: Carol requested an explanation of why approval for extra funds is needed to complete the Maintenance Building. Manager Carmichael explained that we had divided the expense for the new building between last fiscal year's budget and this fiscal year's budget. It was Tom Pilcher's idea to spend part of the expense of the building from the old budget so we carried the remainder of the expense over to this year. We knew the shop was going to cost between \$30,000 and \$40,000. This year it looks like we will spend \$34,000 out of our current budget so instead of being \$30,000 to \$35,000, it's going to be closer to \$40,000. Carol said that last year we voted to spend \$30,000 on the shop and so far we are having to spend over \$44,000, so we are going to need approximately another \$15,000 for the remainder of the Maintenance Shop. Carol then made the motion for the approval of an additional \$15,000 for the remainder of the Maintenance Shop. Dale seconded Carol's motion. When asked by somebody in the meeting where that money would come from, Carol replied "Reserves." Butch then called for the vote. The Board voted unanimous approval.

### **NEW BUSINESS:**

Approval of \$150 for Social Committee - Karen Longnecker explained that this request from the Social Committee will be used for decorating both inside and outside the Lodge. Karen made the motion that this expenditure be approved. Carol seconded Karen's motion and the expenditure was unanimously approved by the Board.

Motion to dissolve the Garden Committee and appoint a Garden Director - Dale Moser made the motion for the Board to dissolve the Garden Committee and appoint a Garden Director. His motion was seconded by Carol and voted unanimous approval by the Board. Butch then announced that there have been requests to make a minor change in the garden rules. He then read this recommended change: "*Gardeners must not plant sunflowers and corn and excessively large plants. Rats and raccoons love seeds and corn and cause problems.*" Butch then called for a motion to approve this minor change in the Garden rules. Carol made the motion, adding to it "we also appoint Butch Snyder as Garden Director." Dale

seconded this motion. Before the vote was called, one of Butch's friends good-naturedly asked why Butch was considered for Garden Director. We were told that Butch is eminently qualified as he holds the title of "Master Gardener" – and was the only person who said yes when he was approached to serve in the role. The Board unanimously approved Butch as Maplewood Village's Garden Director. Butch thanked the Board for their vote of confidence and added that both he and his wife Wanda hold the title "Master Gardener."

Change wording of the Dog Rule on page 6 of Maplewood Village's Rules Book – Butch said a small change is recommended to page 6 of our Maplewood Village Rules Book regarding the "No Dog Rule." The change is in paragraph 3 of the rule which reads: *"The request for obtaining an exception must be submitted to the Maplewood Village office in writing for review by the Manager, Board and/or our attorney."* The recommended change simply eliminates a review by our attorney unless the Board finds one is necessary – since an attorney review and legal response is very expensive. The motion to approve this change was made by Dale and seconded by Carol and was voted the unanimous approval of the Board.

New Telephone Entry System proposal – Butch said he is aware that many residents have been frustrated with the antiquated telephone entrance system to our buildings and would like to see a change made. Carol asked if we might hear from Manager Carmichael about a proposal he recently received. Tom said he has made contact with a business called "A-Tech" on Hickman Road in Des Moines to inquire about a telephone access system for our complex and received a detailed reply with their offer dated June 29, 2018. The project is estimated to cost \$24,733.30 plus tax if acted upon before the end of June -- the prices quoted effective for thirty days. Carol asked Tom if that price is guaranteed. Tom replied that he believes they will honor it. Carol then asked what kind of warranty we would have with this system. Tom replied that her question is a good one but he doesn't have an answer to it in the information he has so far received from A-Tech. Carol said that under "Terms," it specifies that A-Tech would collect 50% upon acceptance to replace our current system and the balance upon completion. Carol then asked if we could still get the same price if we ordered the project done for two buildings at a time rather

than having to pay the total cost all at one time? She asked, "Would they allow that?" Tom replied, "Yes, they would be willing to do that – and at the same price." Karen asked if this proposed payment arrangement would be permitted at the same price? Tom replied, "Yes, if it is done within the period of one year."

Carol said that the expenditure for this telephone access system would come out of our reserves. She added that our planned expenditure for carpeting would be delayed due to the urgency of getting an access system that works for all of our buildings, saying we all want company and family to be able to enter our building to visit us, and the reserve fund is where the expense for our telephone access system must come.

Manager Carmichael explained that our current entry system is now 30 years old (the system in Building 4 is a little newer but it is the hardest to work with). The system we now have allows only seven digits. Tom said that thirty years ago everybody had land lines and there was no such thing as a cell phone. If you use a cell phone that requires ten digits, the number can't be entered into our current system. Increasingly, new people moving here don't have a land line and don't want a land line. If they have visitors they have to leave their condo and perhaps walk down two or three flights of stairs to let guests enter their building. The new system is made to work over Voice IP lines which should allow any number of digits to be entered.

After Manager Carmichael's detailed explanation of the system, Butch called for a motion to adopt the new telephone access system. Dale made the motion and it was seconded by Carol who said we first need to budget "a little more" because of the taxes, since "plus taxes" is not specific enough for a motion. The motion was then changed to approve \$26,500 stressing that approval of the motion was with the understanding that it will be paid over twelve months and not all at once. The motion, as changed, was voted unanimous approval. It should be added that Manager Carmichael will personally install this system in the buildings of Maplewood Village himself, once again saving the Association considerable expense. Anybody else want to join me in applauding this generous offer of kindness from our manager?

Carol Pickett had a question about the proposed Pergola for the patio. She reminded us that the Board declared in the past that nothing can be added to the Maplewood Village grounds without Board approval. She asked, "The Pergola is going to be built with donations, correct?" Tom replied, "Yes." Carol then said that the needed donations have already been promised to the Association by Nancy Pilcher in memory of Tom with the direction that the Association use them to buy materials for the Pergola. Carol then asked if we need to give permission to the donor of the money for the Pergola to be placed on the patio. Tom again replied "Yes." Carol then made a motion that we approve the addition of the Pergola to our patio through donations. Dale seconded her motion and the Board voted unanimous approval

#### **ADJOURNMENT:**

Butch called for a motion to adjourn the meeting. Carol made the motion and Butch, saying that a second is not required for this motion, pronounced the meeting adjourned.

#### **ANNOUNCEMENTS:**

Karen Longnecker announced that the season's Tailgate Party will be held at the Lodge on Thursday, September 6. Watch your building's bulletin board for more details.

Respectfully submitted,  
Charles Wright, Secretary