

**Forest Greens Condominium Association
Board Meeting Minutes
Date: Sunday April 27, 2025
Location: Hiawatha Public Library 6pm**

Call meeting to order: Meeting was called to order by HOA Board President Atlas @ 6:01pm

Attendance:

In Person Attendees			Proxy		
212	415	119	210	204	107
202	407	113	104	201	211
101	321	323	121	117	213
206	304	318	216	111	223
115	221	411	224	302	317
105	410		203	307	
218	406		209	319	
315	305		217	324	

Establishment of a quorum. A quorum was achieved with 42 present or by proxy. (36 needed to establish quorum).

Board Members Present:

Atlas Hargrove (President)
Hannah Mullan (Treasurer) &
Ross Farmer (Secretary)

Proof of notice: Sent Monday April 1, 2024, via email and US Postal Service.

Note: For the future: we are retiring the process of printing notices or minutes and posting them in the buildings and townhome mailbox. If you don't utilize email or the website, please find a neighbor who can alert you when needed.

Reading of 2024 Annual Meeting Minutes -> Motion to waive the reading was made by 415, seconded by all.

Board Reports and Updates

Treasurer report: Month ending 3/31/25

- Income of \$23,285.00
- Expenses of \$15,562.12
- Net income: \$7,722.88
 - Phase I: Cash period end - \$30,522.04
 - Phase II: Cash period end - \$33,062.37
 - Total operating cash balance → \$63,584.41
- Total Reserve Funds CDs
 - Veridian (4 CDs + Savings) = \$168,361.47 balance as of 4/11/25
 - On 3/31/25, we took our matured CD of \$40,871.58 and deposited the funds in the savings in anticipation of our annual insurance payment.
 - Currently waiting on information from Dave at Skogman for quotes (possibly West Bend) as the Autos Insurance year of 5/15/25-5/15/26 quote was \$71,328. That's an increase of \$19,050. I'm also confirming if that's if we pay in one large sum or if we pay monthly. (Usually, we get a discount for paying in full).
 - Board Action/Vote: Need to decide on insurance for 2025/2026 and determine how much we need to withdraw from reserves (authorize CD closure/early WD). Directors need to vote/agree.
 - **→ Will be done prior to 5/15/25**

Comparison of ending March 2024 vs. ending March 2025

- Operating cash was \$47,491.21 (2024) vs. now (2025) it's \$63,584.41
 - Increase of \$16,093.20
- Reserve funds were \$157,117.84 (2024) vs. now (2025) it's \$168,361.47
 - Increase of \$11,243.63
- **Total funds:** Increase \$27,336.83
 - The total is a result of paying our insurance in full up front and taking an additional 10% of our operating cash and putting it in reserves in December. This is something the board completes annually regardless of our expenses. We did NOT take any additional money from operating cash to replenish the reserves after the insurance payment.

A motion was made by 415, seconded by 407, and the Treasurer's report was accepted.

President Report:

- **Contracts:** The 25/26 Board will need new bids for snow 2025-2026 and lawn care 2026. We recommend staying with our current as they are great at communication and with feedback if it's affordable.
- **Reminder:** Utilize the Forest Green website for information on property management, bylaws, etc. As we've said, **the task of printing minutes and posting in the buildings will be retired.**
- **Rental Occupancy 25% Limit** (voted in April 2024 to grandfather in new renting policy to avoid rentals taking majority population)
 - We are estimated to have 30-40% rental occupancy after reviewing each unit with the county assessor site in the fall.
Obviously, this is over the proposed bylaw of keeping it to 25% from April 2024. We are looking into resolutions to help bring the rental percentage down. Hoping to find a better way to track rentals and avoid banning renting altogether. Unfortunately, there isn't a process in place to accurately track rentals and hold people accountable. → Volunteers/outside suggestions are welcome to help implement this.
 - Nothing has officially changed in terms of banning renting to new sales of units.
- **New Intercom System and Door Entry:** We met with Hawkeye on 4/15/25 to address our concerns for the condo intercom system, especially in building 200. We have yet to receive the estimate(s).
 - We are looking into an intercom system that would be accessible via mobile app and have video capabilities.
 - We are also looking into replacing all entrances of the condos with scanning key fobs. This will increase security in terms of how many keys are made/copied/lost for entry to the buildings.
- **Dryer Vent Cleaning:**
 - It was discussed earlier this year whether the board would have the dryer vents cleaned. Before the 20% Affinity discount, it would be \$5,040. The next board will determine whether to move forward with that task this spring.
- **Owner's comments or questions**
 - If you have specific maintenance requests or needs - please email/contact Affinity Property Management.

Notes:

- Email the board or Affinity with maintenance requests, concerns, suggestions, and complaints so it can be documented. While we appreciate people vocalizing their feedback at meetings, we need it writing so we can follow its timeline and progress.
- Board will ask Hawkeye Electric about the key fob system - what happens with delivery people and what happens during power outages? No estimate received yet.
- Board will schedule the dryer vents cleaning soon. Will call Affinity to book.
- Board will contact Dave at Skogman for insurance information (again) and meet before 5/15.

Maintenance concerns brought up:

- **Chandeliers** in condos. It is hard to replace the bulbs in it, and we are aware of the different colored hues. Rather than replacing bulbs, it has been discussed replacing the fixture all together to something with less bulbs and more shelf life.
- **Carpets** in condos getting cleaned. We have been informed it used to be an annual spring task of getting stains and certain areas of carpets on the first floor (and stairs) and all the mats washed. We will get new bids from Affinity.
- The **salt and shovel buckets** in the condos. We were informed there should be buckets at all 3 entrances of each building (9 total). We have Tyler at Affinity to maintain the stock of it now and will be responsible for putting it out with shovels for winter and away for summer. We apologize for the oversight. Able bodies are encouraged to help spread the salt during bad weather.

Owner votes on bylaw proposals and rule changes

Pursuant to Exhibit “E” By-Laws, VII: Amendments

PASSED # 35

V.

OPPOSED# 7

VERDICT: PASSED

Proposal #1 (CHANGE):

Exhibit "E" By-Laws — V. Officers — #6

Current: 6. The Board Compensation Committee is recommending the May 2023 – April 2024 Forest Greens Condominium Board of Directors will receive a reduction in dues of \$50 per month beginning May 2023 and ending April 2024, if the owner remains an active member of the Board of Directors.

Proposal: 6. *The Board will be compensated a total of \$200 a month off of HOA fees, split evenly among the elected Board members.*

This policy ensures fair recognition of the time and effort dedicated by board members while maintaining financial sustainability within the HOA budget.

Notes:

- If the compensation is adjusted up or down, the new total compensation amount will be split equally among the active Board members.

Rationale: This remains a fixed expense that can be easily managed year over year. Also, with less Board members, there is more work to do by the remaining Board members and therefore they should be better compensated. Conversely, if there are more Board members, the workload becomes less, and the Board compensation should reflect that.

Affinity Report - Online portal and contact info forms

Election of next year's Association Board of Directors: *We need owners to join the Board. As a reminder with no Board, we would be required to have our attorney act as the Board at \$390 an hour or dissolve the HOA. Dissolving the HOA would result in property values tanking, impossibility to get insured, and lenders refusing to lend for our properties. Please consider volunteering for a position.*

- Directors currently receive a \$50 deduction from their monthly dues. (Now effective 2025/2026 year it will be \$200/ # of directors): \$100.
- New Board 2025/2026 HOA Year

Elected Directors: Titles TBD

Ross Farmer (415)

Beheram Kasad (406)

NEED VOLUNTEER TO JOIN THE BOARD THAT LIVES IN THE CONDOS

→10 days to assign titles and meet up with previous board members.

Resigned: Hannah Mullan (Treasurer) and Atlas Hargrove (President)

Meeting Adjourned @ 7:06pm