

**Forest Greens Condominium Association**  
**Board Meeting Minutes**  
**Date: Sunday Feb 25, 2024**  
**Location: Hiawatha Public Library 6pm**

**Call meeting to order:** Meeting was called to order by HOA Board President Dave Blum @ 6:00. Board members present, David Blum - President, Hannah Mullan - Treasurer and Mary Reeves – Secretary (Jason Wilke – Vice President absent).

**Attendance:** Unit #'s: 107,119,202,315,318,406,407,410.  
#8 units in attendance.

**Proof of notice:** Sent Mon Jan 29, 2024, via email. Notices placed in 3 condo buildings as well as mailbox notices for townhouses on the same day.

**Treasurer report:** Month ending 1/31/24

- Income of \$22,721.00
- Expenses of \$34,798.50
- Net income: \$(12,077.50)
  - Increase in water usage, building 300 spikes approximately 3 times a year. Its being tracked by Affinity, to determine the cause.
  - Snow Removal which caused the negative net income. Next month we should be back to positive net gains.

Phase I: Cash period end - \$18,983.35

Phase II: Cash period end - \$13,078.84

- Total operating cash balance -- \$32,062.19
- Total Reserve Funds CDs
  - Veridian (8) \$155,488.65/ Will keep buying CDs for the higher interest rates.

**President Report:**

- Review snow removal costs/budget---no real change. We expect two bills for February to flow through. Our cash flow outlook is good, with no large projects planned. We are cash positive, so no assessment was done for snow removal at this time but will continue to monitor throughout 2024.
- Review Affinity Property Management contract renewal: current contract is up on 3/31/24. In the proposed contract all fees stayed the same. Administration fees \$55.00 an hour. A charge of \$10 a unit per month is good, other companies are charging \$20-\$30. Bill is no longer working with Affinity, and we've had good communication with Randi. They have a new accounting program so anything we need reimbursed must be invoiced, we can no longer just hand over a receipt. The late fees being implemented has assisted with the income being consistent, only 1 owner is running past due. The

app to report maintenance issues is not required. If there is a maintenance issue you can email Affinity, the email address is on our website.

- There was a formal vote, to renew the proposed Affinity contract, April 1<sup>st</sup>, 2024 – March 31, 2025. The motion passed 3 to 0 (Jason absent).
- Big Dog plans to have security cameras in place by April 1<sup>st</sup>. The board needs to learn how to use these as well as look at the legalities about when footage can be pulled. The Board will come up with an organized plan as to how an owner may request footage.

### **Questions/Concerns:**

- An owner reported there was a disturbance in the early morning hours on the golf course side of building 100. The police were called but they were unable to locate the cause. Please be aware of how your actions affect your neighbor. Owners are encouraged to always call the police if they feel uncomfortable or at risk.
- Chris Pine, owner of a snow removal service we previously used, was served on 02/21/24, his former business and him personally. He has until 03/12/24 to respond if not we win by default. He defaulted on the \$13,000 we paid him.
- Regarding the St. Andrew easement, they are to maintain grass on the easement. They have their tee box in this area. They also have irrigation in this area. We cut the grass last year when it did not appear they were keeping up the grounds. If St. Andrews is not going to maintain the area, they need to remove the tee box, lower land and remove the irrigation, to return the area to its original condition. A new agreement has been sent to the golf course management numerous times, but it has not been signed yet. Our attorney continues to communicate with St. Andrews and our goal is to have this resolved before golf season this Spring.
- Elevators are inspected yearly. It was brought up the certificate in building 300 say 2022. An email was sent to Affinity to have the elevator certificates checked.
- Big Dog clarified if you have a satellite dish it is your responsibility to keep it clear of snow. They offer a maintenance plan for a monthly fee.
- Townhouse trash and recycle bins left in the road should be moved to the owner's property, preferably out of sight. An owner asked about making a proposal for a bylaw change that require the bins to be stored out of sight. The Board advised the owner to write a proposal for the Annual Meeting in April.
- There was a request to remind owners not to park on the curve of the drive between St. Andrews and our green space. The curves create a blind spot, and it can become dangerous. The Board reminded all owners that there is no on-street parking, per our bylaws.
- There was also a reminder for people to have their water heater checked, because if they have not been replaced, they may be nearing replacement age.

**Meeting Adjourned @ 6:54pm.**