

**DRAFT**  
**THC HOA Board Meeting**  
**10-20-05**

**Participants:** Steve McWilliams, Gayle Voyles, Kevin Lew-Hanson, Cynthia Selder, and John Clock. **Committee Members:** Tom Scanlon.

The meeting was called to order at 5:30 PM.

**Parking Recommendation** from the Covenants Committee: Stencil assigned parking spaces. By-Laws, Rules and Regulations, etc. are not clearly aligned. Therefore, the committee wrote suggested rules. Another resident wondered whether it would be better to stencil mailbox numbers, so outsiders wouldn't know when someone was not home. It was decided that probably someone wanting to break in would figure out the mailbox number system.

Comfort factor, having a parking space near their unit, is important. Stenciling could stop visitors from parking in the assigned spaces. Question: The driveway, by the garage door, is also a common area—HOA has responsibility to maintain the driveway. The rules will state the driveways are limited common areas. A-L on the six spaces in front of the one-bedroom units. Problem—what if the homeowner comes home and someone has parked in their space? Possibility—address this issue at the Nov. 22<sup>nd</sup> Meeting—open for discussion. Another issue: If you have an assigned spot and there are door dings on your car you know where they are coming from. Resident's responsibility to call the tow company if someone parks in their spot—the company gets paid when the car's owner comes to reclaim their car. The HOA may have to also post the name of the tow company. John wondered if we should pilot the parking plan for one or two buildings and see how it goes. Ron will be back on Monday—Steve will run these ideas by Ron and see if he'd like to pilot the plan for his building.

**Cynthia's issues:**

- 1) Storm Doors -
- 2) Pauls Corp. Window glass arrived this week (Pauls gave these to us) How much should we charge if homeowners want to purchase them?

Discussion surrounding the storm door issue. Survey went out (100 surveys returned) and most of those who returned the survey wanted the storm doors. Back door storm doors aren't that visible—Cynthia took the pictures and it really wasn't that noticeable. Under review, the board will sit down and make a decision.

Front Storm Door- Hold firm, NO, at this time.

**Howard's bill (attorney) on the flasher:** \$1,800, protection for the TC HOA Board. Steve is thinking the individual should pay \$100/month – up to \$1,200. Board would pay \$600 for the learning experience.

**10-27-05 DOCUMENT** the learning experience of how to handle situations like this one in the future. We wait until the police finish, the case in through the courts; don't say anything; until proven guilty the individual has rights. Don't talk about the situation.

**Some board members believe the individual should pay it all. The board members approved invoicing the individual (flasher) for all attorney fees, as per the existing by-laws.**

Steve said that Tom Scanlon's committee should be sure that the by-laws specify that if a homeowner causes the home owners association money, they will need to pay for those expenses.

Kate- Steve will sit down and visit with Kate about her mold issues.

Steve learned that the water shut-off valve doesn't work in some individual units. We need to address this in some communication. If you need to replace stripped shut-off valve, the cost is \$229.00.

Cynthia and John are wondering if the additional **drainage issues** have been turned into us. \$7,500 for the other six drainage issues: buildings 10, 16, 17, 22, and 28.

11604-C Additional wood rot that needs attention this year. Above Todd's garage, the soffit needs to be replaced and there are six gable vents that need to be replaced.

**Concrete bid** issues – Let's try to do a better job identifying all of the concrete issues, or other type of contract service. We want bids to be as complete, as possible. 20% on top of the original bid – do we replace the cracks, or just crumbled concrete.

**Elections** – TC HOA Board will discuss at next week's meeting. We didn't send a mailing out, other than mentioning the Oct. 15<sup>th</sup> deadline for people to run for board positions.

**Handouts given to the homeowners who attend the Nov. open board meeting.**

Halloween Candy has been purchased. Two homeowners put up the decorations in front of the building. Larry ~~Rudder~~Fogherty and Mike. 5:30 – 7:00 pm Larry will hand out candy. Larry paid for the hay, and for the candy. Inside Halloween gathering – snacks. Larry, Anne Rudder, and Patty Foghaerty will meet with Steve and Gayle to plan a small party for Saturday evening, October 29<sup>th</sup>.

## John Clock – Financials

Income – higher than anticipated

Expense – bad month

Postage (business cards were purchased)

Payroll – 3 checks fell in month of Sept.

Miscellaneous Admin- over due to signage ordered

21 – Repairs and Maintenance – Contract Labor

Roof and Gutter - expenses for 5 buildings that had leaks

Fountains and Ponds – everything is now working

Asphalt – we haven't ~~spent~~ any ~~spent any~~ and probably won't have actual  
expense this year

Delinquent Report – has been updated – most homeowners are up to date

Bottom Line: Month-to-~~Day~~ Date : \$16,000 variance on operating expenses;  
positive variance for year-to-date

**2006 Proposed Budget – We're short \$133,552 – but the budget was designed  
aggressively; we don't have to do all of the budgeted items -(much better  
budget than this year's budget)**

-Social and Clubhouse Expenses Need to Be Separated Out

-Quarterly Newsletter built into the printing and postage line item

-Three bids on the snow removal contract

Konrady will charge an hourly ~~rate~~ rate; others want to have a flat rate/snow

-Geese Round-Up (remove 40 birds) @ \$1,350

-Gutter Clean-Up for next year

\$3,000 for concrete – probably not enough

-Fire Sprinkler - \$4,860 annual inspection

-Increased electricity, water, and sewer (increased 5%)

-Insurance – working on getting another bid-; raised the amount 4-5%

**Capital Items –**

May – asphalt \$11, 400 (20 driveways –to fix wheel dips). We could only do 20  
driveways a year

Sealcoat

**We might need to increase homeowner HOA dues by an average of \$31.26/  
month (some would be less; some would be more)**

## Landscaping --

We will be Adding grub control and fall landscaping for next year.

Possible Open Meeting – Saturday morning or afternoon, if needed, to explain the proposed budget and need for HOA monthly fee increase.

John will increase the legal line item; an attorney will need to review the new by-laws, and homeowners will need copies of the new by-laws (maybe some could be burned on CDs and hard copies given to those who don't feel comfortable with the electronic version).

Dredging the pond may be a couple of years down the road; not suggested as a 2006 expense but ~~P~~possibly, 2007.

8 more units left to sell.

The meeting was adjourned at 7:15 pm.

**October 27, 2005**

**7 PM**

**Participants:** Steve McWilliams, Tom Scanlon, Gayle Voyles, Linda South, Ron and Patty Falcon

**Election: Communication of the election.** Who is running the elections? Board and Chair of the Committees. What do we need to do? What are the mechanics of running the election? Tom said let's look at how it was done last year. Send out the ballot; need to have 133 votes being made, in order for it to be legal. The Ggeneral meetings has to be in December. Someone inputs the data into the computer.

Secretary will mail to each owner, of record, a notice of each annual or special meeting of the association at least 21 days prior to each annual meeting, and at least 7 days prior to each special meeting. If the owner wishes notice to be given notice at a different address they must send a letter to the HOA secretary. Annual Meeting: Dec. 15, 2005. MUST get mailing out by November 23, 2005. By early November, Steve will write the notice, including the nominees' resumes, ballots, ~~proxies and proxies~~. The Sslate must be that is approved by the nominating committee. November 7<sup>th</sup>- resumes deadline. Discussed the ~~P~~possibility of nominating someone, from the floor. Ballot needs one or two blank spaces for write-ins.

Each unit shall have one vote. Sign in sheet plus proxy votes (356 units – we need 1/3 to have a Quorum) – all of your dues paid – in order to be eligible.

Nominating Committee will provide ~~Sheet that lists~~ the bio for each candidate. Each member casts one vote (weighted) for each directorship to be filled (5 votes this year).

The two nominees with the greatest number of ~~votes~~votes serve two years; others serve one year.

Linda will write specific directions for voting. Incumbent, Incumbent, Incumbent, New and New. Each person stood up and said who they were and gave a brief comment regarding why you are running on the board. Six here will run, maybe also Mike McGrew.

**Storm/Screen Doors:** Steve made the motion that the HOA Board ~~vote~~votes on approving the specific storm/screen door to be placed on the back doors of units—homeowners wanting them would purchase them. Discussion stressed that homeowners would have to maintain the storm/screen doors; architectural committee would develop maintenance specifications and communicate those to homeowners. Gayle, Ron, and Steve all voted to approve the specified back storm/screen door. A note will be posted on the bulletin board informing homeowners that the specified storm door/screen door for the back doors. Steve will write a President’s letter to go out in the statement.

**Steve will ask Cynthia if Tiehen Group doesn’t have a Bulk mailing permit** – to send official notices:

Door

Election Candidates

Budget

Parking

**Kevin Lew-Hanson:** Should we allow him to resign, due to his move? Then we could appoint Chris (or someone else) to replace Kevin until the new board is appointed.

**Social Committee:** Ann, Patty, Gayle, and Larry are working on the Oct. 31<sup>st</sup> party.

**Budget:** \$ 133,000 over-last year’s budget. One page summarized budget to be shared, per Jim Tiehen’s recommendation. Put the full budget on an easel for others to examine, if they choose to. In the Oct. statement, include the one page summary of the proposed budget. Note at the bottom: There is the potential for an HOA dues increase. Budget delivered to homeowner by November 30<sup>th</sup>.

**November 15<sup>th</sup> – Target date for Steve to have the budget out, all election materials/information. Have proposed 2006 budget on an easel in the board room, along with candidates’ bios.**

What would happen if we dissolved all committees and we all run; then if we don’t get re-elected that we serve on committees?

**Budget Plan:** How and when? Around \$30/month increase—depending on the size of the units. When do we communicate the potential increase of HOA ~~dues~~dues?

**HOA Dues (Increase):** How and when do we inform ~~homeowners~~.homeowners? The budget is available in the office; to be discussed and voted on at the next open meeting. We know it is going to happen. How much; it depends on which budget gets approved. The proposed budget would allow the home association to operate within the budget, if it is approved. Homeowners have to be notified that the proposed budget is available to view.

**Parking Plan:** Part A: numbered spaces discussion. Would it be smarter to just put mailbox numbers instead of unit numbers? The motion on the table is to have Tiehen paint the corresponding unit address (building and #), in the order of the units. **All board members voted to approve the covenant committee's recommended plan, as stated above.**

Red Pickup truck – commercial pick up trucks. Check out if having commercial vehicles parked on the property is a Leawood Ordinance. Commercial License Plate: is that an issue?

Section B: vehicles, go-carts, off-road vehicle, mini-bike,

Section C: This includes changing of oil, or any minor repairs.

Section E. No junk cars, unlicensed or inoperative vehicles are permitted on the property.

**Tiehen Issues:** Cynthia Selder wants to NOT work on Saturday. Yes, we need someone here on Saturday. The board agreed that the property needs someone here on Saturday. Secretary of State's Office Doesn't Have Anything (up-to-date)

Ron asked: TC Condominiums, LLC -- We can never take the name, TC Condominium – 2002 – James Tiehen issue.

TC Condominium LLC – PAULS Corp.

TC Condominium Association, Inc. – in Jim Tiehen's name. PROFIT CORP. – our checking account.

Steve asked Ron to continue checking this out and then Steve will contact the attorney regarding the matter.

Nominating Committee: Committee Chairs and Steve.

Linda South gave the board a thank you note for flowers when her mother died.

Notify homeowners of the declarations Section 11: Use Restrictions Subsection O: Heating of units in colder months. Maintain heat at no less than 50 degrees. You can be fined up to \$500 for violation. (October – April)

Running toilets should be repaired—it costs the association money.  
The meeting was adjourned at 9:40 pm.