

Leawood Townhome Association - Meeting Agenda

MEETING INFORMATION

Date:	9/19/2017	Location:	Tom & Vida's Place
Time:	7:00 PM		
Attendees:	Michael Shaw, Satch Bradford, Tom Monahan, Cheryl Welding, Heidie Kulas, Bill Cox, Ashley Ellen Carey, Anne Ream, & Kathy Betts		

Follow up on Action Items from Previous Meeting	Responsible	Due Date
1. New Officers: Michael Shaw, President; Tom Monahan, VP; Anne Ream, Secretary	N/A	N/A
Agenda Items	Responsible	Due Date
1. Discuss with the Board what resources from PJ Morgan are made available to the HOA.	Kathy Betts	9/19/2017
2. Preparing a short and long term budget for the HOA.	Kathy Betts / Michael Shaw	TBD
3. Creating a capital budget for siding and tree trimming.	Michael Shaw	TBD
4. Obtaining snow and lawn care bids for FY2018.	Kathy Betts	TBD
5. General Contractor to be assigned on remaining insurance claims to be monitored and paid.	Kathy Betts	TBD
6. Follow up on roof damage from the July hail storm with the insurance company.	Kathy Betts	TBD
7. Re-assigning the CD held at First National from Bill Collins to the new Board.	TBD	TBD

OTHER NOTES OR INFORMATION

1. Discuss trimming the remaining trees down to the stump.
2. Follow up to ensure the timely transfer of any HOA documents.
3. We need to obtain new estimates and a damage report on each unit regarding siding issues given the data may be outdated and/or unavailable.

Beginning in January of 2018, a monthly P&L will be made available to each homeowner identifying revenues and expenses for that period and comparing it against the monthly budget. Any significant deviations from the budget will be accompanied with a narrative from Michael Shaw explaining the reason(s) for the divergence.
4. Andrea Hluchowecyj has requested re-imbursement for work performed to have the edge of her driveway grinded at a total cost of \$473.53. Other concerns include a leaky roof/window and replacement of retaining wall along with some concrete.
5. Identifying and drawing up a list of items covered and not covered by the HOA.