

TO: Hickory Meadows Condo Assoc
FROM: Condo Board Members
DATE: January 23, 2006
RE: Prestige Property Management Co.

1. The Condo Board has not renewed Prestige Property as our management company.
2. Next Condo Fee, due February 1st.
 - a. All checks that are direct deposited are fine.
 - b. **All Check that are not direct deposited** should be sent to:
Diana Summers, 1049 Chandler Lane, Sun Prairie, WI 53590.
Make checks out to: Hickory Meadows Condo Assoc.
 - c. Must become direct deposit condo members.
The Condo Board has decided to self manage for a while. We are going to provide a couple of months (Feb, March, April) to get, those not on direct deposit to get on direct deposit. (Attached is the direct deposit form, for those not on direct deposit.) After April 1st, we will charge a fee of \$5.00 to cover for work and handling the checks. (We are not getting paid to do this work, this work is an extra job for each of us and the extra money will be placed into our reserve fund.)
3. Maintenance Issues
Issues Prestige will not be taking any more calls.
Please now call Melissa at 444-0257, if there are issues. We will try to return your call as soon as possible.
4. Statutory Reserve Fund with letter will be coming by US Mail. This item must be mandatory that you all vote and send back to Diana Summers, 1049 Chandler Lane, Sun Prairie, WI 53590.

Hickory Meadows Condo Association Monthly Meeting

Date: Wednesday, February 1, 2006, 7:00 PM

Meeting called to order.

Board members present: Melissa, Diana, and Carole, (Matthew was not present-excused.)

We have quorum.

Property Management present: Prestige Property, no longer management company

Guests: 5-Condo members

Minutes from last meeting:

Table the minutes.

Treasurers Report:

No treasurers report, all documents are with an accountant for audit and tax preparation.

We hope to have treasurers report at next meeting.

Old Business:

Statutory Reserve Account – Letters will be going out by this weekend. The letter will describe what it's about. There is a ballot form and return envelope that must be returned to Diana Summers by Feb. 22, so paperwork can be returned to Dane County by March 1, 2006. WE NEED EVERYONE TO RETURN THIS FORM.

Rock Walls – Tabled until spring.

New Business:

Problem with one condo owner, to be discussed futher.

Property Management Report:

Prestige Property Management contract wasn't renewed.

Board will take on management duties with assistance from accountant to do books.

Board will deal with bill payments, currently deposits. We want all condo members to sign-up for direct deposit; we don't have the time to make trips to the bank.

All ballots, checks (**made out to Hickory Meadows Condo Assoc**), mail to Diana Summers, 1049 Chandler Lane, Sun Prairie, WI 53590.

All problems or maintenance issues with condos should call Melissa Haas at 444-0257.

She will try to respond in the same day.

Hickory Meadows email - will be monitored but during the hours of 8:00AM to

4:30PM(Mon-Fri), I'm using my computer at work.

Residents Forum:

1021 Chandler Lane – We will look into issues.

A number of people brought up sod/grass issues with the snow removal company. Since this is the same company who will be working on the lawns in the spring they will fix what their snow plows damaged.

Condo Board will also do a walk through in the spring to look at sod/grass damage, tree/shrub death(that need to be replaced), revisit the rock wall stability issue, and look for any building damage that may need repair from weather.

Social Committee –Anyone want to start up this committee again?

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 7:45 PM, Melissa, Carole

Next Meeting: March 2, 2006(Thursday), 7:00 PM at Sun Prairie Library, in the largest of smaller conference rooms.

****Attached** is Form for Condo Owners current and new to fill-out and return to: Diana Summers, 1049 Chandler Lane, Sun Prairie, WI 53590.

We have to update email lists as well as find out who are new members.

We hope to make most correspondence via email in future including attachments to be filled out and returned via email.

Condo Board

Melissa Haas, email: melissa.haas@era.com

Diana Summers, email: lovemyseltie@spwl.net

Carole Kraak, email: hickory_meadows@yahoo.com

Matthew Reel, email: ib_reel@yahoo.com

Hickory Meadows Condo Association Monthly Meeting

Date: Thursday, March 2, 2006, 7:10 PM

Meeting called to order.

Board members present: Melissa, Diana, and Carole, (Matthew was not present-excused.)

We have quorum.

Minutes from last meeting:

Have been typed and distributed via US mail. Accepted by Diana and Melissa.

Treasurers Report:

Checking account \$8,022.00

Savings \$41,566.00

Month of February took in \$8,042.00

Expenses \$4,117(Insurance Payment), \$3,249(Snowplow Service)

Full treasurers' account is still in audit.

Old Business:

Statutory Reserve Account – We have about 60, we still need more. Those condo owners who haven't returned the form, please return it to Diana Summers in the self-addressed, stamped envelope. Thank you.

New Business:

Need to set-up committee to look into deck sealing again. Any one interested in helping please contact me via hickory_meadows@yahoo.com.

Property Management Report:

1022, 1027 water damage issue.

1041 damage to window by cold weather issues.

996, 998 damage from snow removal company, will be handled by company.

956, 1049, 1061 loose siding issues working to resolve.

Board will take on management duties with assistance from accountant to do books.

Board will deal with bill payments, currently deposits. We want all condo members to sign-up for direct deposit; we don't have the time to make trips to the bank.

All ballots, checks go to Diana Summers, 1049 Chandler Lane, Sun Prairie, WI 53590.

All problems or maintenance issues with condos should call Melissa Haas at 444-0257.

She will try to respond in the same day.

Residents Forum:

REMINDER: A number of people brought up sod/grass issues with the snow removal company. Since this is the same company who will be working on the lawns in the spring they will fix what their snow plows damaged.

Condo Board will also do a walk through in the spring to look at sod/grass damage, tree/shrub death(that need to be replaced), revisit the rock wall stability issue, and look for any building damage that may need repair from weather.

MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

1. They must be given the Hickory Meadows(HM) Condo Booklet given when you moved-in at time of ownership.
2. Any Bi-Law up-dates and or other changes must be included with the HM Condo Book, placed at back of book.
3. All HM Condo Board Meeting Minutes must be handed over to the new person in chronological order.
4. Provide new owner with form for Auto-Deposit of HM Condo Fee. They must be hooked up to take over when you leave.
5. They also should be given new condo owner form to fill-out and both forms should be handed over to Condo Board at present.
6. Flat Fee replacement copies will cost owner \$25.00, regardless if you need item 2 or items 1-3, the price is the same.

(We will put the extra money into the reserved fund, when only making copies of item 2 or 3.)

Social Committee –Anyone want to start up this committee again?

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 7:55 PM, Melissa, Carole

Next Meeting: **TUESDAY, APRIL 4, 2006, 7:00 PM** at **Sun Prairie Library**, in the largest of smaller conference rooms.

Condo Board

Melissa Haas, email: melissa.haas@era.com

Diana Summers, email: lovemysheltie@spwl.net

Carole Kraak, email: hickory_meadows@yahoo.com

Matthew Reel, email: ib_reel@yahoo.com

Date: Mon, 27 Mar 2006 06:52:40 -0800 (PST)
From: Matthew Reel <ib_reel@yahoo.com>
Subject: Condo Board Meeting
To: Carrol <ckraak@facstaff.wisc.edu>, Diane <lovemyseltie@spwl.net>, Melissa Haas <melissa.haas@era.com>
DomainKey-Signature: a=rsa-sha1; q=dns; c=noFWS; s=s1024; d=yahoo.com;
h=Message-ID:Received:Date:From:Subject:To:MIME-Version:Content-Type:Content-Transfer-Encoding;
b=H07a0ChEslm729ykIkWfV4DsNqE99nk9PD0WDuRDrr34JpUN72bFt6TL0MSGbYghL+EoORyliuj00u9UbtsMIhH+/dAKgoQ9ihdrHwt9RKjAKOkhRc86sVy7lBTI4EkoIv wX27Z7wuT0TErO5/QHqAh18mWY66zbsQauPu486z0= ;
X-Spam-Score:
X-Spam-Report: IsSpam=no, Probability=7%, Hits=HTML_50_70 0.1, __CT 0, __CTE 0,
__CTYPE_HAS_BOUNDARY 0, __CTYPE_MULTIPART 0,
__CTYPE_MULTIPART_ALT 0,
__DOMAINKEYS_YAHOO 0, __HAS_MSGID 0, __MIME_HTML 0,
__MIME_VERSION 0,
__RATWARE_SIGNATURE_3 0, __RATWARE_SIGNATURE_3_N1 0,
__SANE_MSGID 0,
__STOCK_CRUFT 0
X-Spam-PmxInfo: Server=avs-5, Version=5.1.2.240295, Antispam-Engine: 2.3.0.1, Antispam-Data: 2006.3.27.63604, SenderIP=68.142.200.135
Original-recipient: rfc822;ckraak@facstaff.wisc.edu

Ladies,

I know I have not been much help lately and will also not be able to attend the April 4th meeting as I will be in Atlanta, GA that week. I have accepted a new job and will be moving in the near future as well. Do to the circumstances I will not be able to continue to serve on the condo board. I know I really hadn't contribute as much as I had planned but I would like to thank you for giving me the opportunity to help out a little. You do a great job and I thank you for all your service to Hickory Meadows

Matthew Reel



New Yahoo! Messenger with Voice. [Call regular phones from your PC](#) and save big.

Hickory Meadows Condo Association Monthly Meeting

Date: Tuesday, April 4, 2006, 7:10 PM

Meeting called to order.

Board members present: Melissa, Diana, and Carole, (Matthew was not present-excused.)

Plus 2 guest condo owners.

We have quorum.

Minutes from last meeting:

Have been typed and distributed via US mail. Accepted by Melissa and Carole.

Treasurers Report:

Checking account \$12,499.00

Savings \$41,566.00

Month of March took in \$8,042.00

Expenses \$3,996.00(Bruce Co-still have contract to payoff), \$3249.00(Eric's snow plowing),.

Full treasurers' account is still in audit.

Old Business:

* \$1945.00(repairs for roofs, siding, inside wall damage from roofs)

* Statutory Reserve Account – Have enough, second choice will be initiated. Thank you.

New Business:

*** April 1st –All still paying buy check will now be charged \$5.00 fee for having to make deposits at bank (fee will go into reserve fund). Your next monthly condo fee will be \$100.00 instead of \$95.00.**

PLEASE, GET ON AUTO DEPOSIT BEFORE THE NEXT MONTHLY FEE IS DUE.

* Need to set-up committee to look into deck sealing again. Any one interested in helping please, contact me via hickory_meadows@yahoo.com.

We have currently 1-bid for deck sealing for \$7525 (or \$85.51 per deck).

* Get new numbers for the mailboxes, looking into painting on numbers vs adhesive attached numbers.

* Dryer vents to get cleaned out and replaced with different vent cover. (If your dryer vent is reachable(ie. dryer is in the basement)

suggest cleaning out what you can before we get to them, this could protect you from a fire.)

* Melissa is making a Condo Summary for another property condo property and we will have it on file for anyone else who requires

summary at closing.

* Matt Reel has resigned from Condo Board. He is moving to Georgia so we wish him well.

* Looking for nominations for new Condo Board Member(s).

* Annual Meeting is May 4, 2006, we will send out information by mail including the nominations for New Condo Board Member(s).

Please return to Diana Summers, 1049 Chandler Street, Sun Prairie, WI 53590 before annual meeting date.

* Another mailing will also go out regarding parking.

Property Management Report:

956 deck repair.

956, 958, 979 Asphalt cracking by garage.

974 personal sidewalk sinking near porch.

979 issues were read and some already answered others will be shortly.

Board will take on management duties with assistance from accountant to do books.

Board will deal with bill payments, currently deposits. We want all condo members to sign-up for direct deposit; we don't have the time to make trips to the bank.

All ballots, checks go to Diana Summers, 1049 Chandler Lane, Sun Prairie, WI 53590.

All problems or maintenance issues with condos should call Melissa Haas at 444-0257. She will try to respond in the same day.

Residents Forum:

REMINDER:

* A number of people brought up sod/grass issues with the snow removal company.

Since this is the same company who will be working on the lawns in the spring they will fix what their snow plows damaged.

* Condo Board will also do a walk through in the spring to look at sod/grass damage, tree/shrub death(that need to be replaced), revisit the rock wall stability issue, and look for any building damage that may need repair from weather.

* We will also look at the driveway seal and talk to the sealer company about scraping of driveways.

MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

1. They must be given the Hickory Meadows(HM) Condo Booklet given when you moved-in at time of ownership.
2. Any Bi-Law up-dates and or other changes must be included with the HM Condo Book, placed at back of book.
3. All HM Condo Board Meeting Minutes must be handed over to the new person in chronological order.
4. Provide new owner with form for Auto-Deposit of HM Condo Fee. They must be hooked up to take over when you leave.
5. They also should be given new condo owner form to fill-out and both forms should be handed over to Condo Board at present.
6. Flat Fee replacement copies will cost owner \$25.00, regardless if you need item 2 or items 1-3, the price is the same.

(We will put the extra money into the reserved fund, when only making copies of item 2 or 3.)

I'm modifying #6, I've made PDF files of each of the HM Condo Board Meeting Minutes by Year 2003, 2004, 2005, 2006(current) and the Bi-Law changes, so if I email them to you, you can print them off yourself. There is still the fee for the HM Condo Book that will not be made into a PDF File.

Social Committee –Anyone want to start up this committee again?

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 8:40 PM, Melissa, Carole

NEXT MEETING: THURSDAY, MAY 4, 2006, 7:00 PM at SUN PRAIRIE PUBLIC LIBRARY,

in the very large **COMMUNITY ROOM** (just inside the front doors).

THIS IS THE HICKORY MEADOWS CONDO ASSOC. ANNUAL MEETING, WE NEED ALL OF YOU TO COME, WE NEED TO MEET THE 2/3 QUORUM (59 OWNERS).

Condo Board

Melissa Haas, email: melissa.haas@era.com

Diana Summers, email: lovemyseltie@spwl.net

Carole Kraak, email: hickory_meadows@yahoo.com

Hickory Meadows Condo Association Annual Meeting

Date: Thursday, May 4, 2006, 7:05 PM

Meeting called to order.

Board members present: Melissa, Diana, and Carole

Proof of notice of the meeting of the Condo Owners present 18.

Minutes from last meeting:

Have been typed and distributed via US mail. Accepted by Mary Lestina and Carole.

Condo Board Voting:

Bob Gorleski was the only one to hand-in a ballot, so he is the new board member. Good Luck to him, he'll be official in June.

Bob is a nice addition and has been regularly coming to the monthly meetings prior to applying to the board position.

Treasurers Report:

Full treasurers' account is still in audit.

Property Management Report:

The reason books have gone into audit is because Prestige Property Management Company stole money from our checking account along with a number of other Condo Associations in Dane County, including Hickory Grove your neighbor. Since our books haven't had a complete audit we cannot say, how much of our money has been taken. In January, Prestige had given us a check via another smaller condo association to pay us back. This check, since it was a big check from a small condo association was flagged by the small condo association's bank. The bank called our bank which then contacted us about the money. Then the police got involved, and discovered more condo associations with money missing from their accounts. Prestige has closed up business and doesn't answer any calls.

We've changed the Hickory Meadows bank routing for checking and savings, along with passwords. Those who have direct deposit are safe because she has to have a banks software and password to do any transfers and all banks she dealt with have removed her access.

Audit is taking a long time because we didn't get the materials (via Prestige) to the accountant before tax season began. Hopefully by June we will have some answers.

Old Business:

* Statutory Reserve Account – Has been sent-in to Dane County. Thank you.

New Business:

Condo Fees – those writing checks should be making them out to: [**HICKORY MEADOWS CONDO ASSOC.**](#)

NOT to Prestige Property Management, NOT to Diana Summers and NOT to Melissa Haas.

The checks are now mailed to: Melissa Haas, 1061 Chandler Lane, Sun Prairie, WI 53590.

Problems call Melissa at: 444-0257.

* We have a number of people who haven't paid condo dues. Some were in the timeline just before Prestige stopped working and didn't know who to contact. Those who need to catch up on condo dues should contact Melissa Haas, see emails end of document.

* Those that are delinquent for other reasons; we will be contacting you also unless you wish to contact Melissa first.

We will be hiring Melissa Haas as our new management company. If Melissa finds the work to be more than expected, she will step down as Condo Board Member. Since she puts in long hours already as the maintenance/repair person of contact on the Board; she decided, she would like to take over all the management duties and get paid. She won't be able to write checks, as a protection from anything happening to the HMCA again by a management company.

* Also when Melissa takes on management duties she will not charge the \$5.00 for checks to be deposited into the bank.

* She will however charge, \$5.00 extra for those checks that come in after the 7th of each month.

Melissa Haas property management experience follows:

7 years with Anchor Property Management as Rental Manager/Property Manager.

- Creation and organization of the position from ground up
- Development of all forms and systems needed to manage 3080 units
- Maintain all owner records
- Implemented procedures to relocate 1000 students
- Provided full service & housing preparation
- Service turn around – 24 hour
- Performed regular property evaluation
- Cultivated and maintained good tenant relations
- Met or exceeded all deadlines
- Held numerous positions on condo boards and owner representative

8 ½ years with Kraus Real Estate & Builders as Rental/Property Manager.

- Maintain tenant records
- Proficient in collection issues
- Provide property evaluations
- Excellent communication skills
- Day-to-day maintenance evaluations and tenant relations
- Comprehensive service to the owner for his 300+ properties
- Organization of condos from ground up
- Creation of budget
- Development of bylaws
- Maintain excellent condo records
- Hold regular condo meetings until Owner Association takes possession

- * We've finally found a maintenance man that is willing to do work for the association.
- * We know about the mailboxes that are slanted from settling and they will be worked on soon.
- * The 2nd floor air ducts for dryers will be dealt with shortly also. And we will need to replace the vents with another style so the lint doesn't get trapped. The vents are not as clean looking as the current vents so they will be noticeable but should clog-up like the current vents.
- * Eric the snow/grass cutter has made one round of what needs to be replace or fixed in lawn care. We are waiting to see his list. Once we have the list the Board will take a walk also to see if more needs to be added.
We'll be looking for dead shrubs and Melissa has some emails from some owners who have contacted her regarding this.
Sod repairs to 992, 1046, 1084.
- * Retaining walls, we'll get enough rocks to prevent a washout but the rock walls are stable. And the cost to re-work any rock walls would clean out our reserve account; the work is very expensive.
- * Decks will be washed and sealed in the fall; we have someone lined up.

LAWNS, SHRUBS AND TREES FOR SUMMER

This is for new condo owners along with reminder for older members.

Lawns, shrubs and trees are not watered unless you water them. Best times to water are early morning before 9AM and evening after 6PM.

MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

1. They must be given the Hickory Meadows(HM) Condo Booklet given when you moved-in at time of ownership.
2. Any Bi-Law up-dates and or other changes must be included with the HM Condo Book, placed at back of book.
3. All HM Condo Board Meeting Minutes must be handed over to the new person in chronological order.
4. Provide new owner with form for Auto-Deposit of HM Condo Fee. They must be hooked up to take over when you leave.
5. They also should be given new condo owner form to fill-out and both forms should be handed over to Condo Board at present.
6. Matrix Table should also be given to the new owner which tells what the Association is responsible for outside and what the owner is responsible for inside the Condo.
7. Flat Fee replacement copies will cost owner \$25.00, regardless if you need item 2 or items 1-3, the price is the same.

(We will put the extra money into the reserved fund, when only making copies of item 2 or 3.)

I'm modifying #7, I've made PDF files of each of the HM Condo Board Meeting Minutes by Year 2003, 2004, 2005, 2006(current) and the Bi-Law changes, and Matrix Table - so if I email them to you; you can print them off yourself. There is still the fee for the HM Condo Book, that will not be made into a PDF File.

Social Committee –Anyone want to start up this committee again?

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 8:05 PM, Motion by two members from the Condo Association.

NEXT MEETING: TUESDAY, JUNE 6, 2006, 7:00 PM at SUN PRAIRIE PUBLIC LIBRARY, in the large conference room, inside the library area. Please come to our next meeting.

Condo Board

Melissa Haas, email: melissa.haas@era.com

Diana Summers, email: lovemyseltie@spwl.net

Carole Kraak, email: hickory_meadows@yahoo.com

Hickory Meadows Condo Association Monthly Meeting

Date: Tuesday, June 6, 2006, 7:07 PM

Meeting called to order.

Board members present: Melissa, Bob, Diana, and Carole

Plus 2 guest condo owners.

We have quorum.

Minutes from last meeting:

Have been typed and distributed via email and US mail. Accepted by Diana and Bob.

Treasurers Report:

May brought in: \$8,395.00

Expenses for May: \$8,319.00

Balance of: \$2,104.00

Full treasurers' account is still in audit.

Property Managements Report

Melissa sent out letters regarding condo fees that haven't been paid, many from new condo owners who didn't know who to contact and because Prestige Property didn't respond to inquiries from August – December 2005. As of 2006, \$2,375 needed to be collected, as of tonight \$1,090 has been collected.

Handy Person – We thought we had one lined up but he hasn't returned calls.

HANDY PERSON WANTED:

We are now looking for 1 or 2 people to be available to work daytime on our maintenance and repair issues.

If anyone in the Association knows of a good maintenance and repair person(s) please let Melissa know.

She will also work out payment with the person(s).

Social Committee :

Mary talked about and has delivered to all condo owners a Members Events sheet. We all hope the list of different ideas for gathering, may initiate some regular condo association social gatherings. She is asking for names and phone numbers and ideas or picking one or more of the ideas she has listed. [Please return completed sheet to her newspaper slot, at 956 Chandler Lane.](#)

Old Business:

* Audit – still not done and hasn't called Melissa or Diana back.

* Gutter repair is still not done. We are working on this.

* Bird vent issue is not resolved since the Hand Person we thought was hired, didn't show up to meet Melissa and she cannot get him by phone.

* Grounds issues, the lawn/snow person hasn't provided the grounds repair list to Melissa even though she has asked for it numerous times. She has her own list and will hand him her list for repairs next time she sees him.

New Business:

* **NOTE** -Gas / Charcoal Grills or open flame cooking devices:

NO GAS OR CHARCOAL GRILLS SHOULD BE ON THE DECKS OR PORCHES AT ALL.

If the police or anyone else reports your grill on the deck or porch, you are responsible for paying the fine not the association. This is a Sun Prairie Law. These Grills may be used on your driveway but must be 10 feet from the building.

From the open burning ordinance in the City of Sun Prairie

(the entire text can be found at:

<http://www.cityofsunprairie.com/admin/images/473b480cac.pdf>)

* Satellite Dish – still to be discussed further.

MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

1. They must be given the Hickory Meadows(HM) Condo Booklet given when you moved-in at time of ownership.
2. Any Bi-Law and Amendment up-dates and or other changes must be included with the HM Condo Book, placed at back of book.
3. All HM Condo Board Meeting Minutes must be handed over to the new person in chronological order.
4. Provide new owner with form for Auto-Deposit of HM Condo Fee. They must be hooked up to take over when you leave.
5. They also should be given New HM Condo Owner Form to fill-out.
6. They should be given Satellite Dish Form if they plan to install a dish instead of using cable. All three forms should be handed over to Melissa Haas or one of the condo board members.
7. Flat Fee replacement copies will cost owner \$25.00, regardless if you need item 2 or items 1-3, the price is the same.

(We will put the extra money into the reserved fund, when only making copies of item 2 or 3.)

I'm modifying #7, I've made PDF files of each of the HM Condo Board Meeting Minutes by Year 2003, 2004, 2005,

2006(current) and the Bi-Law and Amendment changes,
so if I email them to you, you can print them off yourself. There is still the fee for the HM Condo Book that will not be made into a PDF File.

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 7:56 PM, Melissa, Bob

NEXT MEETING: **THURSDAY, JULY 6, 2006, 7:00 PM** at McGovern's Tavern.

Condo Board

Melissa Haas, email: melissa.haas@era.com, Phone: 444-0257 (Management Company)

Diana Summers, email: lovemyseltie@spwl.net

Carole Kraak, email: hickory_meadows@yahoo.com

Bob Gorleski, email: (to be announced.)

Hickory Meadows Condo Association Monthly Meeting

Date: Thursday, July 6, 2006, 7:02 PM

Meeting called to order.

Board members present: Melissa, Bob, Diana, and Carole

We have quorum.

Call to Order: Melissa

Minutes from last meeting:

Minutes accepted by Bob and Diana.

Treasurers Report:

Savings as of 06/30/06: \$48,240.00

Balance as of 06/30/06: \$4,862.00

Full treasurers' account is still in audit.

Property Managements Report

If you have outstanding Condo Fees due, please contact Melissa Haas at 444-0257. New owners, you should contact Melissa also to get all the info needed as a new owner.

We have a new handy person. His name is **Steve Shimek**, and he is bonded and insured. He is to be contacted through Melissa. He has fixed the falling mailboxes. He has fixed the privacy fence between Chandler Ln. and St. Albert St.

Steve Shimek would like to work on the dryer vents next.

Cost per unit owner is \$25.00/ Monday-Friday(Weekdays). He would like to get this done in 1-weeks time and figures if he can do roughly 20 units a day, it will take him 3-4 days to complete.

Weekend visit costs \$35.00 per unit owner, with a very limited basis. Price is incurred by the unit owner, not the HM Condo Association (See Matrix Grid).

Work includes: setting up ladder outside (for those units with dryer vents on second floor), removing the vent cover flaps and exterior screen and then going inside each condo unit pulling out dryer, disconnecting the hose from dryer, blowing it out, inspecting, reattaching the hose to dryer, push back dryer, re-attaching screen and vent cover flaps. He would estimate 30 minutes to be the average time per unit, with a real limited amount of parts needed.

Steve's experience is as follows:

He knows everyone's home is their castle and most will want to be home (and that is fine) but they don't need to be for my sake. I don't remember if we have talked about my work history before running my Home Improvement Company. I've done residential/commercial maintenance and management for 15 years, my last position was managing a facilities staff of seven

maintaining one million square feet of commercial property in Middleton. I'm careful, I'll clean-up after myself and I am insured with American Family Insurance.

Again he will have to come inside your place and go to the dryer vent either in basement or crawl space in attic of second floor and blow out dryer vent debris.

Work will have to be done regularly, once a year following his work.

Either someone will have to let him in or leave the key with someone, possibly a condo board member or neighbor.

The dryer vent grills must remain and are the best option to keep birds from making nest in the dryer vents.

Clean-out once a year is a must to prevent fires and fire hazards.

Attached is a form with a set of days from which each Condo Owners will pick for Steve to come by your place, leave 3 choices incase of 1st and 2nd choice are taken.

Please return form to Melissa Haas, 1061 Chandler Lane, Sun Prairie, WI 53590.

We are currently bidding out replacements for dead bushes and shrubs.

Bids by Jungs, Ziegler and Eric's Lawn Care.

Eric's Lawn Care is working on the brush and shrub trimming, if he missed anyone let Melissa know.

Gutter replacement for 869 Chandler is not acceptable and he will be told.

Old Business:

* **Audit** – still not done and hasn't called Melissa or Diana back.

* Grounds issues, the lawn/snow person has now provided the grounds repair list to Melissa. She's having it bid out by a couple of maintenance men for downspouts and landscaping edging.

New Business:

* **Insurance is going up.** 2005-2006 year cost \$18,505.00, 2006-2007 year cost will be \$22,335.00.

* **Satellite Dish** – Tabled until next meeting.

Other Business:

* **NOTE -Gas / Charcoal Grills or open flame cooking devices:**

NO GAS OR CHARCOAL GRILLS SHOULD BE ON THE DECKS OR PORCHES AT ALL.

If the police or anyone else reports your grill on the deck or porch, you are responsible for paying the fine not the association. This is a Sun Prairie Law. These Grills may be used on your driveway but must be 10 feet from the building.

From the open burning ordinance in the City of Sun Prairie

(the entire text can be found at:

<http://www.cityofsunprairie.com/admin/images/473b480cac.pdf>)

Social Committee :

Mary talked about and has delivered to all condo owners a Members Events sheet. We all hope the list of different ideas for gathering, may initiate some regular condo association social gatherings. She is asking for names and phone numbers and ideas or picking one or more of the ideas she has listed. [Please return completed sheet to her newspaper slot, at 956 Chandler Lane.](#)

MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

1. Cover letter for Condominium Disclosure Materials (Wisc. Stat. 703,33(1) & (2))
2. They must be given the Hickory Meadows(HM) Condo Booklet given when you moved-in at time of ownership.
3. Any Bi-Law and Amendment up-dates and or other changes must be included with the HM Condo Book, placed at back of book.
4. All HM Condo Board Meeting Minutes must be handed over to the new person in chronological order.
5. Provide new owner with form for Auto-Deposit of HM Condo Fee. They must be hooked up to take over when you leave.
6. They also should be given New HM Condo Owner Form to fill-out.
7. They should be given Satellite Dish Form if they plan to install a dish instead of using cable. All three forms should be handed over to Melissa Haas or one of the condo board members. (THIS FORM IS BEING MODIFIED.)
8. Flat Fee replacement copies will cost owner \$25.00, regardless if you need item 2 or items 1-3, the price is the same.

(We will put the extra money into the reserved fund, when only making copies of item 2 or 3.)

I'm modifying #7, I've made PDF files of each of the HM Condo Board Meeting Minutes by Year 2003, 2004, 2005,

2006(current) and the Bi-Law and Amendment changes, so if I email them to you, you can print them off yourself. There is still the fee for the HM Condo Book that will not be made into a PDF File.

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 9:00 PM, Melissa, Diana

NEXT MEETING: TUESDAY, AUGUST 8, 2006, 7:00 PM at McGOVERN'S TAVERN.

Condo Board

Melissa Haas, email: melissa.haas@era.com, Phone: 444-0257 (Management Company)
Mailing address for all forms: 1061 Chandler Lane, Sun Prairie, WI 53590.

Diana Summers, email: lovemyseltie@spwl.net

Carole Kraak, email: hickory_meadows@yahoo.com

Bob Gorleski, email: bsme85@aol.com

Hickory Meadows Condo Association Monthly Meeting

Date: Tuesday, August 8, 2006, 7:02 PM

Meeting called to order at McGovern's Tavern.

Board members present: Melissa, Bob, Diana, and Carole

1-guest condo owner.

We have quorum.

Call to Order: Melissa, Bob

Minutes from last meeting:

They were very short and sweet.

Treasurers Report:

Savings as of 07/30/06: \$50,000.00

Balance as of 07/30/06: \$10,168.00

Full treasurers' account is still in audit.

Property Managements Report

If you have outstanding Condo Fees due, please contact Melissa Haas at 444-0257. New owners, you should contact Melissa also to get all the info needed as a new owner.

[Delinquent Condo Fee People](#) – Melissa has either made contact with most. The majority talked with have either written a check to catch –up or will write checks weekly to catch-up.

[Reserve fund for Savings](#) – To get a better return on our Savings Money the HMCA Board decided to put the money in 12 month CD's and a small amount in Money Market Account.

CD for 12 months earns 5.6% (placing \$35,000). This can be locked in at this rate or bump up once.

Money Market earns 3.97% (placing \$15,000). This allows for 3 X w/drawl per month. So we have some money available in case of emergency.

Old Business:

* **Audit** – he is finished with audit. If he were to call each individual for 2 years, it would cost the Condo Association too much money. He believes he has found all the sources of Prestige money steeling. If she got any kick backs from any of the contractors, they will not be telling us. Melissa will see him on Friday, Aug 11th.

* **Budget** – Melissa will get a new budget created after visit with Auditor and has the books back.

* **881 Chandler Ln** – Repair work to gutter will be done by original gutter installing contactor and charged to Eric's Lawn & Snow Service.

New Business:

* **Eric's Lawn and Snow Removal** – He will be at next meeting. His contract is up on October 31st.

* **Satellite Dish** – Attached is new Satellite Dish Contract. That has been added to the By-Laws by HMCA Board.

Other Business:

* **NOTE -Gas / Charcoal Grills or open flame cooking devices:
NO GAS OR CHARCOAL GRILLS SHOULD BE ON THE DECKS OR
PORCHES AT ALL.**

If the police or anyone else reports your grill on the deck or porch, you are responsible for paying the fine not the association. This is a Sun Prairie Law. These Grills may be used on your driveway but must be 10 feet from the building.

From the open burning ordinance in the City of Sun Prairie

(the entire text can be found at:

<http://www.cityofsunprairie.com/admin/images/473b480cac.pdf>)

Social Committee :

Mary talked about and has delivered to all condo owners a Members Events sheet. We all hope the list of different ideas for gathering, may initiate some regular condo association social gatherings. She is asking for names and phone numbers and ideas or picking one or more of the ideas she has listed. **Please return completed sheet to her newspaper slot, at 956 Chandler Lane.**

MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

1. Cover letter for Condominium Disclosure Materials (Wisc. Stat. 703,33(1) & (2))
2. They must be given the Hickory Meadows(HM) Condo Booklet given when you moved-in at time of ownership.
3. Any Bi-Law and Amendment up-dates and or other changes must be included with the HM Condo Book, placed at back of book.
4. All HM Condo Board Meeting Minutes must be handed over to the new person in chronological order.
5. Provide new owner with form for Auto-Deposit of HM Condo Fee. They must be hooked up to take over when you leave.
6. They also should be given New HM Condo Owner Form to fill-out.
7. They should be given Satellite Dish Form if they plan to install a dish instead of using cable. All three forms should be handed over to Melissa Haas or one of the condo board members. (NEW VERSION)
8. Flat Fee replacement copies will cost owner \$25.00, regardless if you need item 2 or items 1-3, the price is the same.

(We will put the extra money into the reserved fund, when only making copies of item 2 or 3.)

I'm modifying #7, I've made PDF files of each of the HM Condo Board Meeting Minutes by Year 2003, 2004, 2005, 2006(current) and the Bi-Law and Amendment changes, so if I email them to you, you can print them off yourself. There is still the fee for the HM Condo Book that will not be made into a PDF File.

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 8:28 PM, Diana, Bob

NEXT MEETING: **THURSDAY, SEPTEMBER 7, 2006, 7:00 PM** at **SUN PRAIRIE PUBLIC LIBRARY,**
LARGER CONFERENCE ROOM INSIDE LIBRARY (NOT COMMUNITY ROOM JUST OUTSIDE LIBRARY DOORS).

Condo Board

Melissa Haas, email: melissa.haas@era.com, Phone: 444-0257 (Management Company)
Mailing address for all forms: 1061 Chandler Lane, Sun Prairie, WI 53590.

Diana Summers, email: lovemyseltie@spwl.net
Carole Kraak, email: hickory_meadows@yahoo.com
Bob Gorleski, email: bsme85@aol.com

Hickory Meadows Condo Association Monthly Meeting

Date: Thursday, September 7, 2006, 7:10 PM

Meeting called to order at Sun Prairie Library.

Board members present: Bob, Diana, Carole and (Melissa out sick)

4-guest condo owner.

We have quorum.

Call to Order: Diana, Bob

Guest Speaker for questions and concerns about lawn care and snow removal – Eric Lawn Service

Eric spent the evening (7:10-8:40 PM) addressing lawn and snow removal issues for current year and coming winter. The whole evening was taken up by the questions and answers.

Covered: Fertilizing and herbicide. (Spring-Fall), and snow plowing.

1. Aeration (what looks like dog poop in your yard)

Spring will be first lay down of herbicide and fertilizier.

2. Late spring and early summer will be herbicide

3. Fertilizer in summer.

4. Fertilizer in fall

5. One last herbicide, he will trim bushes back to the ground so they are not so woody in the spring.

Snow plow, he will be out when the snow is (2-3 inches) deep or more depending on contract. 1-inch will cost more than 2-inches.

Ice prevention, salt basis (1/2 – 2 tons) of salt is used per year on the association.

Social Committee

Announcement – Wine & Cheese Happy Hour/ Get Together

Wed, Sept 20th 5:30 PM until whenever the wine runs out.

Bring your own beverage, possibly something to pass.

Held at 956 and 974 Chandler Lane driveway.

Mary has already put notices on everyone's door and an email has gone out.

Please come and get to know your neighbor.

Thanked Eric and ended meeting at 8:45 PM (closed by Bob, Mary).

Table the rest of meeting until follow-up meeting at Diana's place 9/18/06.

Follow-up Monthly Meeting

Date: Monday, September 18, 2006, 7:07 PM

Meeting called to order at Diana's home.

Board members present: Bob, Diana, Carole and Melissa

1-guest condo owner.

We have quorum.

Call to Order: Bob, Mary

Minutes from last meeting:

They were very short and sweet.

Treasurers Report:

Savings as of as of 9/05/06 created 2 CD's with \$10,000/ each, and 1 money market certificate with \$15,000. All are for 12 months, money market is our new savings account and \$1,600 will be deposited from checking to savings each month. (For more details on the CD's and Money Market accounts for interest see last months notes.)

Balance in checking as of 09/05/06 \$2,619

Expenses for month \$16,267

Incoming from fees \$8,719

Full treasurers' report on budget is being worked on.

Property Managements Report

If you have outstanding Condo Fees due, please contact Melissa Haas at 444-0257. New owners, you should contact Melissa also to get all the info needed as a new owner.

[Delinquent Condo Fee People](#) – Melissa has either made contact with most. The majority talked with have either written a check to catch –up or will write checks weekly to catch-up.

[Decks](#) – Barry's Painting will be working last week of September; all decks should be cleared and swept clean of everything. He will begin work on Monday, 25 Sept until he is finished. He will start by going down Chandler Lane at School St on the odd numbered side of the street, working on the first 30 decks if they are cleared. Melissa will post notices for each group of 30 condo units as he works his way through the units. He hopes to have each group of 30 done in a week, weather permitting. He hopes to have them done in 3 weeks.

Again, he will power wash, wait for deck to dry then paint wood with roller.

If you don't clear your deck, he won't be doing your deck. If you are out of town when he started, then contact Melissa for him to reschedule your deck. Melissa's phone and email at end of meeting minutes.

Lawn Care/ Bid:

\$56,676 for Evergreen Lawn & Snow (removal at 1-inch), doesn't include mulch.

\$39,033 for Eric's Lawn & Snow, (removal at 2-3-inches) his includes mulch.

Old Business:

- * **Budget** – Melissa working on budget.
- * **881 Chandler Ln** – Repair work to gutter will be done by original gutter installing contactor and charged to Eric's Lawn & Snow Service. Contractor has been contacted and should be working on issue next few weeks.
- * **Eric's Lawn and Snow Removal - His contract is up on October 31st.**
- * **Satellite Dish** – Attached is new Satellite Dish Contract. That has been added to the By-Laws by HMCA Board.

New Business:

Prestige Property Management – Court Date Sept 25, 2:30 PM.

Other Business:

* **NOTE -Gas / Charcoal Grills or open flame cooking devices:
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PORCHES AT ALL.**

If the police or anyone else reports your grill on the deck or porch, you are responsible for paying the fine not the association. This is a Sun Prairie Law. These Grills may be used on your driveway but must be 10 feet from the building.

From the open burning ordinance in the City of Sun Prairie
(the entire text can be found at:

<http://www.cityofsunprairie.com/admin/images/473b480cac.pdf>)

Social Committee Reminder:

Mary talked about and has delivered to all condo owners a Members Events sheet. We all hope the list of different ideas for gathering, may initiate some regular condo association social gatherings. She is asking for names and phone numbers and ideas or picking one or more of the ideas she has listed. **Please return completed sheet to her newspaper slot, at 956 Chandler Lane.**

MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

1. Cover letter for Condominium Disclosure Materials (Wisc. Stat. 703.33(1) & (2))
2. They must be given the Hickory Meadows(HM) Condo Booklet given when you moved-in at time of ownership.
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7. They should be given Satellite Dish Form if they plan to install a dish instead of using cable. All three forms should be handed over to Melissa Haas or one of the condo board members. (NEW VERSION)
8. Flat Fee replacement copies will cost owner \$25.00, regardless if you need item #2 or items #2-4, the price is the same.

(We will put the extra money into the reserved fund, when only making copies of item #2, 3 or 4.)

I'm modifying #4, I've made PDF files of each of the HM Condo Board Meeting Minutes by Year 2003, 2004, 2005,

2006(current) and the Bi-Law and Amendment changes, so if I email them to you, you can print them off yourself.

There is still the fee for the HM Condo Book that will not be made into a PDF File

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 8:50 PM, Melissa, Bob

NEXT MEETING: **THURSDAY, October 5, 2006, 7:00 PM** at **SUN PRAIRIE PUBLIC LIBRARY,**

SMALL CONFERENCE ROOM, INSIDE LIBRARY .

Condo Board

Melissa Haas, email: melissa.haas@era.com, Phone: 444-0257 (Management Company)
Mailing address for all forms: 1061 Chandler Lane, Sun Prairie, WI 53590.

Diana Summers, email: lovemyseltie@spwl.net

Carole Kraak, email: hickory_meadows@yahoo.com

Bob Gorleski, email: bsme85@aol.com

Hickory Meadows Condo Association Monthly Meeting

Date: Thursday, Oct 5, 2006, 7:09 PM

Meeting called to order at Sun Prairie Library.

Board members present: Bob, Diana, Carole and Melissa

2-guest condo owners (Jennifer and Mary).

We have quorum.

Call to Order: Jennifer and Mary

Minutes from last meeting:

They were very short and sweet.

Treasurers Report:

Expenses for month \$5,012

Checking account balance \$8,934

Deposit of fees \$8,370

Money Market Savings as of 10/05/06 \$15,036

Savings as of as of 9/05/06 created 2 CD's with \$10,000/each (see past 2 months for more details.)

Balance in checking as of 10/05/06 \$ 2,619

Full treasurers' report on budget is being worked on.

Property Managements Report

If you have outstanding Condo Fees due, please contact Melissa Haas at 444-0257. New owners, you should contact Melissa also to get all the info needed as a new owner.

We now have 72 people on direct deposit.

[Delinquent Condo Fee People](#) – Melissa has either made contact with most. The majority talked with have either written a check to catch –up or will write checks weekly to catch-up.

[Decks Continue to be worked on](#) – Barry's Painting will be working last week of September; all decks should be cleared and swept clean of everything. He will begin work on Monday, 25 Sept until he is finished. He will start by going down Chandler Lane at School St on the odd numbered side of the street, working on the first 30 decks if they are cleared. Melissa will post notices for each group of 30 condo units as he works his way through the units. He hopes to have each group of 30 done in a week, weather permitting. He hopes to have them done in 3 weeks.

Again, he will power wash, wait for decks to dry, and then paint sealer on wood with roller.

If you don't clear your deck, he won't be doing your deck. If you are out of town when he started, then contact Melissa for him to reschedule your deck. Melissa's phone and email at end of meeting minutes.

[Lawn Care & Bid](#) - We are going with Eric's for a second year.

Lawn care repairs will wait until spring since we have the early cold. Weed control will be done in October, which will help in the spring. Shrub replacement will be done in spring. Certain shrubs will be cut back to ground level in Oct.

Old Business:

Those who didn't sign-up for Dryer Vent clean-out will have to sign waiver. Waiver will state, in case of dry vent fire in your unit, you are responsible for neighbor's fire, smoke or water damages.

New Business:

Banners for Islands at School Street and Homestead Drive

Banners will state our name on it and attached to light poles at each end Chandler Lane, (similar to those at Liberty Square.)

Storm Doors for Condo Front Door

Make: Larson Storm Door

Model #248-TL (self storing twin lite or the equivalent of this model).

Purchase through: Chase Lumber –McCoy Road, near Walmart. (on same service road behind Block Busters movie rentals).

Prestige Property Management – Court Dates: Jan 4, 2007, 1:45 PM Final Pre-Trial (6th Floor, Court Rm 6A, City County Bldg); Feb 19, 2007, 8:30 AM, Jury selection (same room); Feb 20, 2007, 8:30 AM, Jury Trial begins (same room).

Social Committee

We had a very nice turn out for the Happy Hour/Gathering of Wine & Beer Social. We had a mix of old condo owners and new condo owners. And we would like to see more of you at the next Condo Gathering.

Mary is planning a Gathering at the new restaurant just behind us that will be opening in mid January 2007. Place is smoke free. Serves Beer, Wine and Malt Beverages. If you are interested in planning for Holiday Party, please contact Mary at 956 Chandler Lane.

BP Gas Station behind us should open in mid November.

Other Business Reminders:

* **NOTE -Gas / Charcoal Grills or open flame cooking devices:**

NO GAS OR CHARCOAL GRILLS SHOULD BE ON THE DECKS OR PORCHES AT ALL.

If the police or anyone else reports your grill on the deck or porch, you are responsible for paying the fine not the association. This is a Sun Prairie Law. These Grills may be used on your driveway but must be 10 feet from the building.

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Social Committee Reminder:

Mary talked about and has delivered to all condo owners a Members Events sheet. We all hope the list of different ideas for gathering, may initiate some regular condo association social gatherings. She is asking for names and phone numbers and ideas or picking one or more of the ideas she has listed. [Please return completed sheet to her newspaper slot, at 956 Chandler Lane.](#)

MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

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2006(current) and the Bi-Law and Amendment changes, so if I email them to you, you can print them off yourself.

There is still the fee for the HM Condo Book that will not be made into a PDF File.

Book Club: Anyone want to start up this group again?

Meeting Adjourns: 8:30 PM, Mary, Melissa

NEXT MEETING: DATE TO BE ANNOUNCED,

IT WILL BE HELD AT KINGS' MOUNTAIN, THE BIG BUILDING ON THE CORNER OF SCHOOL ST AND LIBERTY SQUARE, ACROSS FROM THE SENIOR APARTMENTS. (CONDO OWNERS HAVE TO PULL INTO THE DRIVEWAY (ON SCHOOL ST) AND PULL INTO THE BACK PARKING LOT.) THERE ARE TWO LARGE TABLES TO USE.

Condo Board

Melissa Haas, email: melissa.haas@era.com, Phone: 444-0257 (Management Company)
Mailing address for all forms: 1061 Chandler Lane, Sun Prairie, WI 53590.

Diana Summers, email: lovemyseltie@spwl.net

Carole Kraak, email: hickory_meadows@yahoo.com

Bob Gorleski, email: bsme85@aol.com

Hickory Meadows Condo Association Short Meeting

Date: Monday, October 30 2006, 6:15 PM
Meeting called to order at Diner in Sun Prairie.
Board members present: Melissa, Bob, and Carole
1-guest condo owner.
We have quorum.
Call to Order: Melissa, Bob

New Business.

Board Member - Diana has asked to step down as board member after approximately 4 devoted years to the Hickory Meadows Condo Association. Diana has done a great deal of work for the Association; all her hard work is appreciated. Mary Lestina has agreed to be a new board member; Bob and Melissa approved the motion.

Banners for entrances to Chandler Lane – Approval of two double sided banners to hang from flag poles at Homestead/Chandler and School/Chandler with Hickory Meadows printed on it. Approved by Melissa and Mary.

**** Notice About Decks ****

Last 5 buildings(20 decks total) on Chandler Ln will not be done until Spring. Buildings are on the bikepath side of Chandler Ln and at the School St end of Chandler Ln. We are sorry, but the weather wasn't cooperating.

Meeting Adjourns: 6:45 PM Bob, Mary

NEXT MEETING: TUESDAY, NOVEMBER 7, 2006, 7:00 PM at KINGS MOUNTAIN,

THE BIG BUILDING ON THE CORNER OF SCHOOL ST AND LIBERTY SQUARE, ACROSS FROM THE SENIOR APARTMENTS. (CONDO OWNERS HAVE TO PULL INTO THE DRIVEWAY (ON SCHOOL ST) AND PULL INTO THE BACK PARKING LOT.) THERE ARE TWO LARGE TABLES TO USE.

Condo Board

Melissa Haas, email: melissa.haas@era.com, Phone: 444-0257 (Management Company)
Mailing address for all forms: 1061 Chandler Lane, Sun Prairie, WI 53590.

Mary Lestina, email: to be announced.
Carole Kraak, email: hickory_meadows@yahoo.com
Bob Gorleski, email: bsme85@aol.com

HICKORY MEADOWS CONDOMINIUM ASSOCIATION

**1061 Chandler Lane, Sun Prairie, WI 53590 Phone: (608) 444-0257 Fax: (608)
837-6108**

Hickory Meadows Condo Association Monthly Meeting

Date: Tuesday, Nov 7, 2006, 7:00 PM

Meeting called to order at King's Mountain, corner of School St and Liberty Blvd.

Board members present: Bob, Mary, Carole and Melissa

We have quorum.

Call to Order: Bob and Mary

Minutes from last meeting:

Accepted – Bob and Melissa.

Treasurers Report:

We welcome Mary to the board and will be the Treasurer for the Condo Assoc.

Safety Deposit Box – has been purchased to hold CD documents.

Expenses for month of October \$ 19,477.67

Barry's Painting	\$ 6,075
Ritter Insurance	\$ 4,968.14
Shim-Tech Repair	\$ 100
Alum Gutter & Down spouts	\$ 50
Eric's Lawn –Sept Invoice	\$ 3,344.40
Eric's Lawn –Oct Invoice	\$ 3,972.13
Melissa – Condo Management	\$ 968

Checking account balance as of 11/06/06: \$16,303

Deposit of Condo dues \$6,935

Reserve Fund (Money Market Savings) as of 10/05/06 \$15,036

Reserve Fund (New Saving Acct) as of as of 9/05/06 created 2 CD's with \$10,000/each
(see past 3 months for more details.)

Full treasurers' report on budget is an attachment to the minutes.

Budget for 2007

Approval of Budget – Melissa and Mary

Budget – needs to decrease next year or lower the amount put into Reserve Fund(Money Market) or increase condo dues.

Things are increasing, including Insurance, Lawn/Snow Removal

Property Managements Report

Banners have been ordered and should be ready on or before Friday of next week.

Dryer Vents are being cleaned once again(11/17/06). He will only come out if there are at least 5 people to make it worth the trip.

Moisture in basement of condo unit #?, Eric has looked at the problem and is working on it.

If you have outstanding Condo Fees due, please contact Melissa Haas at 444-0257. New owners, you should contact Melissa also to get all the info needed as a new owner. We now have 73 people on direct deposit.

Old Business:

Prestige Property Management – Court Dates: Jan 4, 2007, 1:45 PM Final Pre-Trial (6th Floor, Court Rm 6A, City County Bldg); Feb 19, 2007, 8:30 AM, Jury selection (same room); Feb 20, 2007, 8:30 AM, Jury Trial begins (same room).

New Business:

Social Committee

Mary/Jennifer are planning a Gathering at the new restaurant just behind us that will be opening in mid January 2007. Place is smoke free. Serves Beer, Wine and Malt Beverages. If you are interested in planning for Holiday Party, please contact Mary at 956 Chandler Lane.

BP Gas Station behind us should open in end of November or first part of December.

Other Business Reminders:

*** Trash/Recycling**

Trash - Please make sure your trash is in sealed bags or containers. Weather is now windy and trash is blowing everywhere.

Recycling should be contained so items don't blow out. Card board should be tied together and placed under the container. Magazines, newspapers should be placed in brown paper bags or tied up. Misc paper or junk mail should be placed in brown paper bags. These bundles can be put on top of recycling container to keep plastics from blowing through the neighborhood.

*** Storm Doors for Condo Front Door**

Make: Larson Storm Door

Model #248-TL (self storing twin lite or the equivalent of this model).

Purchase through: Chase Lumber –McCoy Road, near Walmart. (on same service road behind Block Busters movie rentals).

*** NOTE -Gas / Charcoal Grills or open flame cooking devices:
NO GAS OR CHARCOAL GRILLS SHOULD BE ON THE DECKS OR
PORCHES AT ALL.**

If the police or anyone else reports your grill on the deck or porch, you are responsible for paying the fine not the association. This is a Sun Prairie Law. These Grills may be used on your driveway but must be 10 feet from the building.

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MOVING OUT PROCEDURES:

IF MOVING OUT THE FOLLOWING ITEMS MUST BE GIVEN TO THE NEW CONDO OWNER.

(We've noted many condo owners do not know this is required by Wisconsin Law.)

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2. They must be given the Hickory Meadows(HM) Condo Booklet given when you moved-in at time of ownership.
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Book Club: Anyone want to start up this group again?

Meeting Adjourns: 8:30 PM, Mary, Melissa

NEXT MEETING: December 7, 2006,

IT WILL BE HELD AT KINGS' MOUNTAIN, ON THE CORNER OF SCHOOL ST AND LIBERTY BLVD. DIRECTIONS: IF YOU ARE ON LIBERTY BLVD AT SCHOOL ST CORNER, WITH BIRD ST BEHIND YOU, KINGS' MOUNTAIN IS ON RIGHT SIDE BUT ACROSS SCHOOL ST. TO PARK AT KINGS' MOUNTAIN, TAKE A RIGHT ON SCHOOL ST AND TAKE FIRST DRIVEWAY ON LEFT, AND FOLLOW DRIVEWAY AROUND BACK TO PULL INTO THE BACK PARKING LOT. THERE ARE TWO LARGE TABLES TO USE. IF YOU ARE WALKING, GO AROUND TO THE BACK USING THE DRIVING DIRECTIONS.

Condo Board

Melissa Haas, email: melissa.haas@era.com, Phone: 444-0257 (Management Company)
Mailing address for all forms: 1061 Chandler Lane, Sun Prairie, WI 53590.

Carole Kraak, email: hickory_meadows@yahoo.com

Bob Gorleski, email: bsme85@aol.com

Mary Lestina, email: mlestina@peoplepc.com

HICKORY MEADOWS CONDOMINIUM ASSOCIATION

**1061 Chandler Lane, Sun Prairie, WI 53590 Phone: (608) 444-0257 Fax: (608)
837-6108**

Hickory Meadows Condo Association Monthly Meeting

Date: Thursday, December 14, 2006, 7:00 PM

Meeting called to order at King's Mountain, corner of School St and Liberty Blvd.

Board members present: Bob, Mary, Carole and Melissa

Guests Condo Owners present: 3

Guest Speaker: Larry Herman, Dept of Public Works, Sun Prairie

We have quorum.

Call to Order: Bob and Mary

Minutes from last meeting:

Accepted – Bob and Melissa.

Guest Speaker to talk about Mailboxes and Snow Removal Issues:

Mailboxes have to be moved so that the front of the box is 6-inches back from the street curb. This is to prevent the snowplow from hitting the boxes which either hang over the curb or are even with the curb. Most people at School St and Chandler Lane received notices. The issue was brought before Prestige Property Management (No Longer in Business) in November 2005 and they responded in a letter in December 2005.

Unfortunately, they never told the Condo Board about the issue.

As we stand now; if a snowplow hits/damages/knocks down a mailbox that received a letter from the Dept of Public Works, the condo association will have to pick-up the cost to have the mailbox repaired. Larry, from Public Works Dept will send Bob Gorleski a list of which members got the letter.

Since it's too late to do anything about it now, we will work on the mailboxes in the spring.

Your mail will still be delivered as before.

We will be sending a letter to Larry, at Public Works Dept, an acknowledgement that we understand that the Condo Association is responsible for any damage to the mailboxes and what must be done in the spring.

If your mailbox does get hit by a snowplow, please let Melissa know by Email:

melissa.haas@era.com, Phone: 444-0257.

As for snow removal, all roads that are marked as snow routes (by signage) will be plowed first. Then the next larger roads will be plowed and so on for street size. Salting/sanding only happens at intersections, hill climbs up, at the foot of a hill with stop sign and curves in road. There is a light spray of salt/sand for some of the other areas but many of the snowplow trucks are with sprayers where the salt/sand is sprayed toward

the center of the road (over the crown in the road) which then spread across a traditional street like St. Albert St. The new roads, such as Chandler Lane presents a problem whenever these trucks come across the mediums. All the sand/salt ends up on the medium and no dispersal. Sun Prairie has bought a few new snowplow trucks that has the sprayer of salt/sand in the center back of the truck so it does reach the road and not the medium and when possible the city will try to coordinate that those trucks plow Chandler St.

Whatever you do, do not call the Dept of Public Works about snowplowing issues.

Call or email Melissa about all problems regarding snow. Email: melissa.haas@era.com, Phone: 444-0257 (Management Company)

Streets: Sun Prairie deals with Homestead Dr, Chandler Lane, School St.; but the city doesn't want 88 people from one area calling about their streets.

Driveways/ sidewalks: driveways and not done by the city, they are done by Eric (also lawn care). He is contracted to do the driveways and sidewalks. He will be out to plow when the snow is 2-inches plus.

Treasurers Report:

Expenses for month of November, \$ 5,319.98

System Forms - banners	\$ 535.33
Shim-Tech – install banners	\$ 100.00
Grade A - repair	\$ 200.00
Melissa – Condo Management	\$ 968.00
Eric's Lawn –Nov. Invoice	\$ 3,516.65

Checking account balance as of 12/06/06: \$16,863

Reserve Fund (Money Market Savings) as of 12/06/06 \$18,339

Reserve Fund (New Saving Acct) as of as of 9/05/06 created 2 CD's with \$10,000/each (see past 3 months for more details.)

Property Managements Report

All those who emailed or called Melissa regarding the mailboxes, thank you and she has responded to all of you.

1023 Chandler – need water damage repair from roof leak.

886 Chandler – basement leakage issue, may have to wait until spring to resolve.

Erosion issue of rock walls will be taken up in early spring.

If you have outstanding Condo Fees due, please contact Melissa Haas at 444-0257. New owners, you should contact Melissa also to get all the info needed as a new owner. We now have 73 people on direct deposit.

Old Business:

New Business:

Guest condo owner – mailbox issue covered.

Guest condo owner – Window issue/ door issue

Dead trees/shrubs – will be taken care of in the spring.

Social Committee

Mary/Jennifer are planning a Gathering at the new restaurant just behind us that will hopefully open in Feb/March 2007. Place is smoke free. Serves Beer, Wine and Malt Beverages. If you are interested in planning for Holiday Party, please contact Mary at 956 Chandler Lane.

BP Gas Station behind us should open maybe January 2007.

Other Business Reminders:

Trash/Recycling

We are seeing a great deal of blowing debris. Please help.

Trash - Please make sure your trash is in sealed bags or containers. Weather is now windy and trash is blowing everywhere and collecting in other condo owners lawns. Lawn care person is not contracted to pick-up trash.

Recycling - Cardboard should be flattened tied together with twine and placed under the recycling container. Do not leave cardboard free and stacked next to mailboxes. The wind takes the cardboard and blows it down the road. Magazines, newspapers should be placed in brown paper bags or tied up with twine. Miscellaneous paper or junk mail should be placed in brown paper bags or even a plastic grocery bag that can be tied to keep the paper from blowing through the neighborhood. These bundles can be put on top of recycling container to keep plastics from blowing out of the container and through the neighborhood.

*** Storm Doors for Condo Front Door**

Make: Larson Storm Door

Model #248-TL (self storing twin lite or the equivalent of this model).

Purchase through: Chase Lumber –McCoy Road, near Walmart. (on same service road behind Block Busters movie rentals).

*** NOTE -Gas / Charcoal Grills or open flame cooking devices:**

NO GAS OR CHARCOAL GRILLS SHOULD BE ON THE DECKS OR PORCHES AT ALL.

If the police or anyone else reports your grill on the deck or porch, you are responsible for paying the fine not the association. This is a Sun Prairie Law. These Grills may be used on your driveway but must be 10 feet from the building.

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NEXT MEETING: **Thursday, January 4, 2007,**

IT WILL BE HELD AT 956 CHANDLER LANE.

Condo Board

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