



## CONDOMINIUM ASSOCIATION

Carryl Co Management  
4915 Monona Dr, Ste 206, Monona, WI 53716  
Phone: (608) 222-9580 Fax: (608) 222-4887

### Hickory Meadows Condo Association Meeting

Date: Thursday – April 2, 2009

Meeting Called to Order: 7:15 PM

Board Members Present: Bob G., Eden L., Rebecca H. (not present), Darlene L., and Darci K.

Social Committee: Jennifer Klotzbach

Property Management Company: Carryl Co. (Kim and Sarah)

Guest Condo Owners Present: Dennis & Peggy Bjugstad (952 Chandler Lane)

Special Guests: N/A

Call to Order: Darci and Eden

**A. Quorum – No. Note: Meeting was held at Cannery Grille because of scheduling conflicts at Sun Prairie Library.**

**B. Proof of Notice of Minutes** – Posted on [www.hickorymeadows.net](http://www.hickorymeadows.net) website bulletin board.

**C. Acceptance of Minutes** – Darlene and Darci

### **D. Treasurer's Report (as of February 28, 2009)**

Checking Account –	\$5,205.17
Savings -	\$9,644.87
Reserves (CD's) -	\$59,981.59

- Carryl Company stated HM Certificate of Deposit at Heritage Credit Union one-year term expires on 4/15/09. The total of the CD upon maturity is \$10,205.21. HM will close out the CD and transfer to Anchor Bank since they are offering a 13-month interest rate of 2.7% for the first 7-months and 3.00% for the remaining months. HM is also going to transfer \$5,000 from savings and invest in another CD at Anchor Bank for the 13-month at the same rates. Eden and Bob shall make the change upon maturity. Darci and Eden accepted the motion to transfer funds and close out the CD from Heritage.

### **E. Property Management Report (Carryl Company)**

1. Eric's Lawn Service, Carryl Company and the Board will do a walk through of the property in April to determine what damage they are responsible to correct from the winter plowing damage. All items will be documented with a photograph and written report and given to Eric to rectify within 30 days of receipt of document. **Update: The walk through of the property is scheduled April 18, 2009 at 10:00 AM with Eric. All Board Members and Carryl Company will meet at Darlene Lobenstein's Condo (951 Chandler Lane).**
2. Carryl Company and the Board will do a walk through of the property in April to ascertain what needs to be repaired because of the harsh winter and submit bids to have work completed. All damage will be documented and photographed by Carryl Company and given to HM Board for approval. **Update: The walk through is April 18, 2009 after the walk through with Eric.**

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3. An e-mail will be sent to Condo Owners via [www.hickorymeadows.net](http://www.hickorymeadows.net) to determine any issues they may need to be repaired and is HM Condos responsibility. **Update: The survey was sent via e-mail on 3/21/09 to all Condo Owners. Carryl Company received 12% of the 2009 Spring Clean-Up surveys from the Condo Owners. They will mail out the survey to all Condo owners that did not receive one via e-mail. Anyone not returning a survey, the Board assumes there are no issues with your property.**
4. Carryl Company will contact the Hometown News Group (608.837.2521) to stop delivering the Hometown Advertiser in our mailboxes. Condo Owners can call to stop the delivery, as well. **Update: Carryl Company is sending a letter to the Hometown News Group to stop the delivery of the papers.**

### **F. Social Committee (Jennifer)**

1. Social event at Beef O'Brady's on Saturday, April 4, 2009 at 6:00 PM; Social event at LaToltecta on Wednesday, April 15, 2009 from 6:00 to 8:00 PM; Other events are located on the HM Calendar. Please let Jennifer know if you plan on attending through Yahoo Social Committee web address. Also check [www.hickorymeadows.net](http://www.hickorymeadows.net) for events.
2. All Association members can be notified of the social committee events by joining [hm\\_socialcommitte@yahoo.com](mailto:hm_socialcommitte@yahoo.com) Remember there is an underscore between hm & social.

### **G. Old Business**

1. Carryl Company will send out minutes via the U.S. postal service to all Condo owners that do not have a home e-mail address. For members that do have an e-mail address, the minutes will be sent through [hickory\\_meadows@yahoo.com](mailto:hickory_meadows@yahoo.com) account. They will also be posted on our website [www.hickorymeadows.net](http://www.hickorymeadows.net)
2. The Management encourages all Condo Association Members to complete the Direct Deposit form for monthly Condo dues. Residents in arrears of their condo fees have been sent a notice.
3. Hickory Meadows Condo Association has a little under \$5,000 in unpaid condo fees from twelve homeowners. Carryl Company is working with the homeowners to pay the back dues, but homeowners that do not respond, a lien and/or judgment will be filed.
4. Our previous Management Company (Munroe Property Management) payment for August 2008 is on hold until the new management company receives 2007 year end report with details of expenses booked in 2007, copies of bills for 2008, financial statements prepared for the Board from January through August 2008, and deposit details for 2008. **Update – A letter of March 19, 2009 was sent to Munroe Property Management outlining the Agreement with the Board.**

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5. Carryl Company will retrieve the master key and any individual condo keys in possession of our previous management company (Munroe Property Management) for destruction. All condo owners will be responsible for their own keys may choose someone to have an extra key or remote access to their garage door installed in the case of a lock out. **Update – The keys were handed over to Carryl Company and will be destroyed.**
6. Carryl Company will schedule a meeting with the Developer (Kraus) to ascertain when the three phases were started and completed to develop a plan for maintenance. He will also discuss condo owner's issues. **Update – Kraus will not return phone calls and Carryl Company will try to meet Kraus at his local hangout (Beef O'Bradys) on Friday to discuss. Still Pending.**
7. Carryl Company will solicit bids for the painting of the front porch posts and railings. **Update: On-Hold until walk through.**

### **H. New Business**

1. Carryl Company and The Board will develop a five-year plan for the Association. **Update: Still Pending.**
2. **HM Condo fees shall be increased \$15.00 per month, effective June 1, 2009 because increased cost of services, plus additional funding is needed for the reserve account.**
3. Carryl Company informed us that HM Condo applied for a 6-month extension on taxes for 2008 because of issues with last year taxes. **Update: Carryl Company is requesting additional tax information from Monroe Property Management. They are sending an e-mail to the President for the information they need. We need a 1099 Form.**
4. Scott Petersburg provided us with a quote for insurance. The new policy will be blanket coverage, which is 100% replacement cost. With our current company we are at 80% coverage. Our old insurance company is going out of business. Before any decision is made Darci Knouse will compare the two policies to make sure we are covered before the March 5<sup>th</sup> meeting. Under HM By-Laws, our policy covers shell and structure above basement walls only. Any owner upgrades or basements are not covered. Scott is also checking on insuring the Board Members (hold harmless), washer and dryers, and contents for sewer and drain back up. **Update - New insurance will take effect April 15, 2009. Condo Owners may need to increase their homeowner policy for loss assessment in the amount of deductible on HM Condo policy. The increase may be a \$1,000 deductible. Washers and Dryers are not covered in policy and homeowners are responsible for their own electrical and mechanical. Drywall for basements is covered, if finished. Carryl Company suggested a rider for condo owners who work on the property and get injured. Darci will work with Petersburg Insurance for updated quote on the additional coverage, including umbrella policy. Still Pending – Scott will entertain questions at the annual meeting in May.**

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5. HM Condo Rules and Regulations would need to be updated to explain what is covered under the new insurance and what the condo owner is responsible for. **Update: The HM Condo Rules and Regulations do not need to be changed. Petersburg's Insurance shall send information to all Condo Owners about updating their insurance policy for items not covered under HM Condos Insurance.**
6. Carryl Company shall contact Ballweg's Landscaping to repair remaining decks at 1069, 976, 886, and 866 Chandler Lane. Carryl Company will also ask their Company for a bid on siding damaged from last year – unit number not known at this time.
7. Carryl Company presented to the Board a new owner's responsibility form for approval. There are a few items that need to be addressed and the new form shall be presented at the annual condo meeting.
8. Carryl Company shall contact the renter at 972 Chandler Lane as to their intentions to buy the unit per their renter's agreement with the previous owner and the HM Condo Rules and Regulations.
9. Carryl Company shall send a letter to all condo owners on the parking of vehicles in the common parking areas. These parking spots shall not be occupied for more than 48 consecutive hours. All condo owners shall park their vehicles in their garage, in front of their garage or on the street. In addition, all condo owners are reminded to keep their trash container lids closed when placing the container curbside so that the contents does not accidentally spilled onto the street before pick-up.
10. Carryl Company is mailing out a packet of information to all Condo owners within 30-days to notify them of Hickory Meadows' Annual Condo Meeting – May 4, 2009. This is a very important meeting and all should attend.

### **I. Owners Discussion**

1. A Condo owner had shut-off valves and hoses for the kitchen replaced by a plumber because the shut-off valves and hoses installed by Kraus' plumber are no longer available. The Condo owner wants HM Condo Association to reimburse them for the repair and future repairs of the shut-off valves and hoses on other fixtures. The Board determined this is normal wear and tear on the shut-off valves and hoses. No compensation would be granted. **Update: There is no way to ascertain that the plumber installed the valves after being told by the developer not to use them. Therefore, the valves installed are the condo owner's responsibility. To repair or replace.**
2. Contact for Maintenance Issues:

Carryl Company, LLC – 4915 Monona Drive, Ste. 206, Monona, WI 53716  
Phone: 608-222-9580  
e-mail: [carrylcompany@att.net](mailto:carrylcompany@att.net)  
Fax: 608-222-4887  
Emergency Cell (Kim): 608-438-8243

The Carryl Company, LLC - 4915 Monona Drive, Suite 206 – Monona, WI 53716  
Phone: 608-222-9580 - Fax: 608-222-4887

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**J. Meeting Adjournment:**

8:50 PM (Darlene and Darci)

**K. Next Meeting:**

The next meeting will be **Monday, May 4, 2009** at the **City of Sun Prairie Municipal Building - 300 East Main Street beginning at 7:00 PM in the Conference Room on the First Floor.**

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**CONDO BOARD and OFFICERS:**

Bob Gorleski, Board of Directors & President -  
[bsme85@aol.com](mailto:bsme85@aol.com) 974 Chandler Lane Ph: 608.825.9496

Eden LaFond, Board of Directors & Treasurer  
[str82me@charter.net](mailto:str82me@charter.net) 889 Chandler Lane Ph: 608.825.6867

Darci Kanouse, Vice President  
[Kanouse3@verizon.net](mailto:Kanouse3@verizon.net)  
881 Chandler Lane Ph: 608.837.5478

Darlene Lobenstein, Secretary  
[Darlene.Lobenstein@us.qbe.com](mailto:Darlene.Lobenstein@us.qbe.com)  
951 Chandler Lane Ph: 608.630.7445

Rebecca Heflin, Board of Directors  
[rebecca1215@verizon.net](mailto:rebecca1215@verizon.net)  
886 Chandler Lane Ph: 608.837.6668

**MANAGEMENT COMPANY:**

The Carryl Company, LLC  
4915 Monona Drive  
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