

**MINUTES SUBJECT TO NEXT BOARD MEETING APPROVAL**

*Date:* November 19, 2009  
*Place:* Parker Senior Center  
*Attendees:* President – Dave McKnab -- Present  
Vice President – Larry Poffenberger – Present  
Treasurer – Jim Whitis – Present  
Secretary – Sue Leonard--Present  
Member at Large -- Steve Nelson – Present  
Property Manager – Laura Williams – Present

**Minutes of Town and Country Village Homeowners Association, Inc.**

**1. Call to Order**

Meeting called to order at 7:00 PM.

**2. Approval of Minutes**

The minutes from the October Board Meeting were approved as presented with the following changes:

**5. Old Business**

**1. Phase IV Fence update**

The work has been completed and all fences have been replaced. A final inspection of phase IV will be conducted before the contractor is released.

**6. New Business**

**1. Roof/Insurance Status**

Hail damaged all but one of the buildings on the property. Approximately 40% of our roofs must be completely replaced and repairs will be implemented on the rest. American Family Insurance has given the HOA checks to begin the repairs and will make continued payments until all the work is completed.

**3. Financial**

Dave McKnab reported that the current financial reports were available at the front table. Jim Whitis stated that he had nothing to add to the reports.

**4. Homeowner Communication**

1. Brandon Miller asked how we prevent pipes bursting in vacant houses. Laura Williams stated that foreclosed houses are winterized by the bank which now owns the house. The HOA does not have the authority to turn off gas or electricity but Laura says she asks the homeowners to turn off the water intake valve to the house and then flush the toilets before they leave. Many of the foreclosed homeowners have done that before they leave. She also stated that there is usually a sticker on the door of the foreclosed property of who to contact for any problems at the property. Laura asked Brandon to send her an email containing the addresses of the houses which concern him.

2. The Board approved a motion to investigate if vacant properties have been winterized.

3. Brandon stated he is also concerned about corroded electric lines causing loss of power to his house. He wondered if the corrosion had been caused by the digging for the fences. Laura stated that an electrician could usually diagnose the cause of the corrosion. If the fence digging is responsible, C&B Landscaping would be responsible for the repairs.

**5. Old Business**

**1. Inside Fence Application of Linseed Oil**

Laura is proceeding with a walk to inspect the inside of the fences for application of a protective coating by the homeowners.

Dave stated that the Board is researching a better protective coating than the linseed oil.

**2. Phase IV Fence update**

The fence project has been completed and final payment has been made.

**3. Roof/Insurance Status**

Ed Dlugokecki, Roof Project Supervisor, announced that the roof contract has been awarded to Tennant Roofing because that company met all the requirements of the Board for the project. A contract is currently being prepared by the HOA attorney. Completion of the project is estimated to take 2-3 months depending on the weather. Damage to screens and shutters will be addressed after completion of the roofs.

**6. New Business**

Audit of the HOA has been completed by Brashier and Foss, CPAs, PC. Laura stated she will post the audit on our website. The audit can also be seen at the HOA office.

**7. Open Forum**

No discussion

Meeting adjourned at 7:25 PM. The next monthly board meeting will be January 21, 2010 at 7 PM at the Parker Senior Center.