

MINUTES OF THE BERKSHIRE VILLAS HOMEOWNERS' ASSOCIATION

FEBRUARY 9, 2023

A meeting ("Meeting") of the Berkshire Villas Homes Association, Inc. ("Association") Board of Directors ("Board") was held on February 9, 2023, at the home of Jim Dickson, 4348 West 124th Terrace, Leawood, KS 66209, commencing at 2:00 pm (Central). Jim Dickson, Angie Brickson, Steve Sweet, Ned Gross, and Doug Dixon (participating via telephone), members of the Board and constituting a quorum, were present at the meeting.

Mr. Dickson, President of the Association, presided over the meeting, and Mr. Gross acted as Secretary of the meeting.

CALL TO ORDER.

Mr. Dickson called the meeting to order at 2:00 pm (Central).

APPROVAL OF MINUTES.

Upon motion duly made and seconded, the Board unanimously approved the following resolution:

"RESOLVED, the minutes of the November 9, 2022, organizational meeting of the Berkshire Villas Homes Association, Inc. are approved."

REVIEW OF 2022 FINANCIAL REPORT.

Mr. Sweet (the Association's treasurer) presented a detailed report of the Association's 2022 Q4 and full year 2022 financials, the Board members asked questions and a detailed discussion ensued. Mr. Sweet compared 2022 actuals to the 2022 budget. There was a \$5302 loss for 2022 compared to a budgeted \$10,845 loss with the primary reason for the difference between the actual and budgeted loss being a 2022 mowing and the 2021 4th leaf cleanup not done. Upon motion duly made and seconded, the Board unanimously approved the following resolution:

"RESOLVED, that the 2022 Financial Report presented by the Berkshire Villas Homes Association Treasurer is approved."

DISCUSSION OF OTHER FINANCIAL MATTERS.

Mr. Sweet stated that the Association's 2022 Federal income tax is \$464.00. The Association made 2022 Federal estimated tax payments totaling \$2000. The difference between

the \$464.00 tax due and the \$2000 in estimated taxes paid of \$1536 will be credited to the Association's 2023 Federal income taxes.

Mr. Sweet discussed the 2023 Association budget reflecting a loss of \$12,975 and stated that the Association's 2023 beginning excess reserve of \$126,776 would more than cover such loss. As of the current date, all 2023 Association members have paid their 2023 Association dues.

Mr. Sweet discussed the Association's investments. Upon motion duly made and seconded, the Board unanimously approved the following resolutions:

"RESOLVED, that the following actions of the Berkshire Villas Homes Association, Inc. Treasurer previously taken are ratified and approved: the purchase of the following T-Bills: an 8 week T-Bill in the amount of \$10,000 on December 27, 2022; a 26 week T-Bill in the amount of \$40,000 on December 29, 2022; a 13 week T-Bill in the amount of \$20,000 on January 12, 2023; and a 26 week T-Bill in the amount of \$20,000 on January 26, 2023; and RESOLVED, further that the Treasurer is authorized to roll over such 8 week \$10,000 T-Bill purchased on December 27, 2022, into a 26 week T-Bill when the 8 week T-Bill matures on February 21, 2023, at the then prevailing rate.

DISCUSSION OF REPLACEMENT OF THE CURRENT TREASURER AT THE END OF HIS TERM IN NOVEMBER, 2023.

The Board discussed the extraordinary service of Mr. Sweet as the Association's treasurer and beginning the process of finding his replacement to take over the treasurer duties at the end of Mr. Sweet's term in November, 2023.

DATE OF NEXT BOARD MEETING.

Upon motion duly made and seconded, the Board unanimously approved the following resolution:

"RESOLVED, that the next meeting of the Berkshire Villas Homes Association, Inc. Board of Directors will be held at the home of Jim Dickson, 4348 West 124th Terrace, Leawood, KS 66209, commencing at 2:00 pm (Central) on May 9, 2023."

[Mr. Dixon departed the Meeting at 3:10 pm Central.]

DISCUSSION OF LANDSCAPING.

Ms. Brickson led a discussion of the Association's landscaping. The 2023 emerald ash tree borer treatment will be the 5th of the Association's ash tree treatments which have been done every two years. When the ash tree treatments were begun 10 years ago, it was believed that 5 treatments over a period of 10 years would be sufficient and that further treatments would not be needed. However, new research has indicated that 10 years would not be enough and, if so, the

Association may need to continue the ash tree treatments for a longer period with the 6th treatment, if done, in 2025.

Ms. Brickson proposed that going forward, Association shrub trimming would be done on a trim or no-trim basis only – in other words, due to the difficulty of honoring multiple owner trimming requests, each owner will decide if they want their shrubs trimmed or not trimmed and if an owner decides they want trimming, then it will be done as Constant Care (the Association's contractor) would normally do. Any owner can still be present during the trimming of their shrubs and give trimming special instructions to the Constant Care trimming employees but no written instructions given in advance will be accepted due to the complexity of honoring multiple requests. Ms. Brickson will communicate this new shrub trimming protocol to the membership.

Upon motion duly made and seconded, the Board members present unanimously approved the following resolution:

“RESOLVED, that Ms. Brickson's prior agreement, on behalf of the Berkshire Villas Homes Association, Inc., to pay Constant Care a total of \$2500 to trim the shrubs in the Association's parking pad areas is ratified and approved.”

ARCHITECTURAL REVIEW.

Upon motion duly made and seconded, the Board members present unanimously approved the following resolution:

“RESOLVED, that the following actions previously taken by the Board via email are ratified and approved: (1) landscaping at the Enz home; and (2) the roof at the Anderson home in the storm grey color of Malarkey Highlander shingles.”

The Board discussed the container pod previously present at the Tasset home, 4609 West 125th Street. Mr. Dickson reported that the City of Leawood cited Ms. Tasset as a result of the pod on her property and that the pod has now been removed.

ADJOURNMENT.

There being no further business to come before the meeting, it was, upon motion duly made, seconded, and unanimously carried, adjourned at 3:45 pm (Central) on February 9, 2023.



Edmund S. Gross,
Secretary of the Meeting