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**FINAL AUGUST 9, 2023**

**MINUTES OF THE BERKSHIRE VILLAS HOMES ASSOCIATION**

**MAY 9, 2023**

A meeting ("Meeting") of the Berkshire Villas Homes Association, Inc. ("Association") Board of Directors ("Board") was held on May 9, 2023, at the home of Jim Dickson, 4348 West 124<sup>th</sup> Terrace, Leawood, KS 66209, commencing at 2:05 pm (Central). Jim Dickson, Angie Brickson, Steve Sweet, Doug Dixon, and Ned Gross (participating via telephone), all 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 2:05 pm (Central).

APPROVAL OF MINUTES.

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

"RESOLVED, the minutes of the February 9, 2023, meeting of the Berkshire Villas Homes Association, Inc. are approved."

REVIEW OF FIRST QUARTER 2023 FINANCIAL REPORT.

Mr. Sweet (the Association's treasurer) presented a detailed report of the Association's Q1 2023 financials, the Board members asked questions and a detailed discussion ensued. Some of the key numbers presented by Mr. Sweet are as follows:

- \$192,776: total Association assets on January 1, 2023
- \$126,776: total Association assets on January 1, 2023 net of the \$66,000 of 2023 dues collected in 2022
- \$108,942: net revenue (total income minus total expenses) for Q1 2023
- \$42,942: total excess revenue (net revenue less 2023 dues of \$66,000 collected in 2022)
- \$235,718: total Association assets as of March 31, 2023 (\$192,776 plus \$42,942)

Mr. Sweet reported on the Association's investments. There is a total of \$90,000 face value of U.S. T-Bills that have or will mature in 2023 and a \$50,000 face value two-year U.S.

Treasury Note that will mature on November 30, 2024. The Association also owns \$20,000 in long term inflation adjusted U.S. Bonds (I bonds), and \$47,908 in EE bonds that mature January 1, 2024. The Board discussed giving the Treasurer the authority to invest up to \$50,000 in U.S. government financial instruments with a maturity of one year or less.

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

“RESOLVED, the Treasurer of the Berkshire Villas Homes Association (“Association”) has the authority to invest available Association funds in U.S. Government Financial Instruments with maturities of one year or less without further Board approval;” and

“FURTHER RESOLVED, that the financial statement presented to the Board by the Berkshire Villas Homes Association Treasurer for the First Quarter of 2023 is approved.”

**[Lynn Lynch, a member of the Association, joined the meeting at 2:45 pm]**

#### DISCUSSION OF LANDSCAPING.

Ms. Brickson gave a report on the Association’s landscaping. Ms. Brickson noted the lack of grass coverage in the back yards of two residents and she also stated that the Association’s lawn maintenance contractor, Constant Care, believes that the grass deficiency is due to the irrigation systems on both properties not working properly.

The Board discussed the repair of lawns in the Villas which were damaged by the ATT fiber optic project. It is understood that the ATT fiber optic contractor will repair those lawns in the near future.

The Board discussed the landscaping at one home and a misunderstanding between Constant Care and Mr. Dickson which may have led Constant Care to do \$750.00 of flower bed mulching and other miscellaneous work at the home and then billing the homeowner for the work.

The Board discussed the ash tree situation, how long the street ash trees would need to be treated for the ash borer and several possibly failing ash trees.

#### DISCUSSION OF FINKLE RENOVATION PROJECT.

The Board discussed the status of the Finkle home renovation project including the Finkle request (which has not been approved by the Board) to place a line of trees between the Finkle home and the Lynch home. Ms. Lynch briefed the Board on the status of her discussions with Greg Finkle concerning that tree line. Ms. Lynch circulated a document prepared by Ryan Lawn and Tree which indicated the trees in question would not be appropriate for planting where

indicated on the Finkle request. It was agreed further discussions were needed, and no action was taken on the Finkle request. The Board also discussed the fact that the Finkle's yard light was down and not working. Mr. Dickson stated that he would talk to Greg Finkle about getting the yard light up and working.

**[Lynn Lynch departed the meeting at 3:32 pm]**

#### ARCHITECTURAL REVIEW.

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

“RESOLVED, that the following action previously taken by the Board via email is ratified and approved: reroofing of the Anderson home (4545 West 124<sup>th</sup> Terrace) with storm grey Malarkey Highlander shingles and a deck trim color change to Cordova Leather.” and

“FURTHER RESOLVED, that the following are approved: (1) a GAF ArmorShield 11 roof at the Cartwright residence (4352 West 124<sup>th</sup> Street); and (2) a Tamko roof at the Jenson home (4301 West 125<sup>th</sup> Street).”

The Board also discussed the Wagner request for paint approval; Mr. Dickson will contact the Wagner's for clarification on the color before their request is considered for approval.

#### 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 124<sup>th</sup> Terrace, Leawood, KS 66209, commencing at 2:00 pm (Central) on August 9, 2023.”

#### ADJOURNMENT.

There being no further business to come before the meeting, it was, upon motion duly made, seconded, and unanimously carried, adjourned at 3:52 pm (Central) on May 9, 2023.



Edmund S. Gross,  
Secretary of the Meeting