

Junction Point Condominiums
Annual Meeting Minutes
March 3, 2024

1. The meeting was called to order by Joanna Storm, HOA President at 4:06 p.m.
2. 28 residential unit owners and the Commercial Unit owner were present, and 31 proxies were returned totaling 60/97 owners.
3. Proof of Notice for the 2024 Annual Meeting was postmarked 2/9/24.
4. Greg Simmons moved to approve the August 20, 2023 Annual Meeting Minutes. . This was seconded. There were no additions/corrections. The motion passed unanimously.
5. Officer's Report:
 - a. Birwood came on board in August. AnnaMarie continues to work on outstanding billings from the Commercial side. Vendors have been tuned up to improve cost effectiveness. We are working with Commercial to get City Inspection deficits remedied, like the deteriorated concrete steps behind Concerta.
 - b. Birwood brought to us a wealth of information on Madison area vendors and AnnaMarie Litchfield and Rachel Ostrowsky, our Property Managers, have been working diligently. Bids were obtained for a better cleaning company and the Board selected Madison Cleaners based on pricing value for work done. They are presently doing a deep cleaning and then will have a staff member here two days a week. Please notify Rachel Ostrosky at Birwood if you have any cleaning concerns.
 - c. Bids were obtained for trash/recycling as WM was frequently charging for overages and their renewal bid was high. We've been working on payment discrepancies between residential and commercial, along with trying to improve compliance with what can be recycled, and how to manage large item pickup. The Board selected Pellitteri and they will start April 1.
 - d. Rachel is updating signage in our building and getting the bulletin boards up to date.
 - e. Since the fall, the Board has met twice with Greg Thomas, the Commercial owner, to work on communication and address concerns.
 - f. Due to Commercial having leased space to PoochTails, a dog day care not compatible with our bylaws, we have had to work with our attorneys on litigating a resolution with the City of Madison. We also enlisted help from the Junction Ridge Neighborhood Association with submitting concerns. The Plan Commission had approved the PoochTails Conditional Use Permit even though the application was incomplete and not accurately done. The City ruled against us after the Common Council majority voted in favor of our appeal but had not reached the $\frac{3}{4}$ requirement of favorable votes. Greg Thomas had been working on terminating the PoochTails lease, and that was completed February 29, 2024.

- g. The malfunctioning Ahern Commercial fire systems was not working in the fall resulting in 9 false alarms. Due to the age of the system it took until February to get the necessary parts. The system is now functioning normally.
 - h. Carpet cleaning was re-done in January with a different company, with much better results.
 - i. The common area windows had been replaced and except for in parts of the stairwell the spackling/painting of the sills has been completed. There are two windows that have had leaking issues, one due to flashing issues on the roof. Those will be addressed this spring with more clearly determining the problems when it rains. Sarina Lahey is continuing to work on group residential window replacements so please let her know if you are in need of replacing your window(s).
 - j. The leaking HVAC system in the men's room ceiling was not reparable and has been replaced. The damaged ceiling tiles have been replaced. The paper towel holders in both bathrooms have been replaced with matching holders which saves us time and money replacing the paper towel supplies.
 - k. A Cease & Desist letter was sent to some of our neighbors about not placing their large trash items by our building.
 - l. Works in Progress:
 - i. The Governance Committee Draft Bylaws/Declarations are in the process of being reviewed. The current Bylaws/Declarations are from 2005 and need significant updating. Please review the Drafts that you were sent in the Portal and AnnaMarie, Rachel and our HOA Board Secretary welcome your feedback. Surveys will be sent soon to gather resident/Commercial feedback as well.
 - ii. The Finance Committee is working to update the violation fees system.
 - iii. Birwood and our Board are working on developing a Maintenance Committee. We would like to recruit volunteers to do some simpler tasks that we are paying our maintenance company, MRS, to do. These include checking emergency lights/Exit signs regularly, checking the pool area/fitness area/bathrooms/Community Room/recycling rooms regularly for problems as well. This will help lower our maintenance costs.
6. Board of Directors Elections:
- a. There are two BOD positions up for election. Joanna Storm resigned at the meeting per protocol and ran for re-election and one more member was needed to bring us up to 5 members, as required for voting.
 - b. Will Frische, unit 405 and Greg Thomas volunteered to run as well.
 - c. Based on voting, Joanna Storm was re-elected and Greg Thomas will also serve on the BOD. Greg Simmons, HOA BOD Vice-President installed Joanna and Greg Thomas.
7. New Business:

- a. Insurance for our building with American went from \$36,000 a year to \$120,000 a year. AnnaMarie obtained bids from 2 brokers and 1 independent insurer. The BOD reviewed the bids, and we opted for AutoOwner at approximately \$83,000 a year. The insurance industry is in a major state of flux due to companies underestimating bids/coverage in the recent past, which helps explain the unusually high increases in coverage prices.
- b. Committees and Community needs:
 - i. Maintenance Committee is looking for two more members and we have volunteers for that.
 - ii. Social & Grounds: Volunteers are requested to coordinate possible social activities and/or green thumbs to plant/maintain grounds. This is a short-term committee trial run (i.e. grounds for spring summer, social for 2 events/activities).
 - iii. Procedure scribe – JPC has residents who do tasks like pool testing/monitoring (thank you Mark!), that need to be documented for future help in getting them done if the resident is absent/moves, etc. We have one volunteer but could benefit from more.
- 8. Amazon Locker Proposal: We looked into options to limit package accidental removal/theft here, and we found the opportunity to get Amazon Lockers installed at half price. The lockers would be used as well by UPS, USPS, DHL, FedEx, etc and could be in the lobby or outdoors. There would be an initial assessment (approx. \$ listed on budget previously distributed) for each unit that would cover the install and 5 years of maintenance costs. After the 5-year term, association dues would have to increase approximately \$2/month/unit (or less as it depends on initial locker costs) to account for continued maintenance costs. If installed this assessment and cost will be distributed to ALL members even if you voted no, as we cannot limit lockers to only those who voted yes. Assessments will be due 30 days from notification (approx. April or May due date). There was a motion to proceed by Greg Simmons, and it was seconded. Discussion revolved around moving the package location into the 301 office, having lockers indoors vs outdoors (most residents wanted them indoors), and as a result the motion was amended by Will and seconded. The amendment indicated that we are interested but need more information. The amended motion was passed. More information about locker size, where they would fit and other queries will be researched and addressed.
- 9. Security concerns for our building were also presented and discussed, as return of keys by renters/sellers has not been routine under prior management companies. This is a security concern as there are unknown numbers of exterior door/access to pool and workout room keys in the community at large. AnnaMarie got a bid from Right Angle for switching our locks to keyless fobs. This would allow the unit's key to be disabled with moveout. In addition, our cameras are really old, with poor quality pictures. Right Angle would upgrade our current cameras and we could increase the number of cameras. In addition they would make the intercom system compatible with cell phones too. Their bid is

about \$35,000. We need more information about electrical needs and TDS type networks to go forward with this. It was part of the next agenda item.

10. 2024 Dues and Budget Discussion/Questions:

- a. There were numerous questions and concerns about the dues, a potential special assessment, Commercial's data in the budget, and the budget. The dues did go up and we will likely do a special assessment. Past management companies did not plan for the aging of our building, and dues amounts were not increased along the way which is why we had a big increase last year, and a much smaller increase this fiscal year. The special assessment would:
 - i. Pay to upgrade our security system
 - ii. Pay for the installation of the Amazon lockers (if chosen), and their maintenance for 5 years – this would be a one time fee of between \$102 - \$202 per unit based on unit size. In 5 years that contract would expire and the new contract, if chosen, would be only for locker maintenance, and cost substantially less as the lockers would have been installed now.
 - iii. It is time for every two years condensate line cleanings of our HVAC units in our condos. R & G will give us a reduced rate for this and each owner will schedule the cleaning. The rate is expected to be \$125 per unit.
 - iv. Dryer duct cleaning needs to be done this summer and if the ducts are in good condition we can go to every 3 years. The rate will be about \$105 per unit.
- b. The Commercial unit expenses have historically been bunched together and listed as one item on our budget. The accounting is changing so they will have their expenses on a separate ledger, like the ledger used for owner HOA dues. Due to time constraints other questions were asked to be directed to AnnaMarie after the meeting.

11. Open Forum:

- a. Concerns were raised about our current level of leased units, which is at 21%. Mortgages are available for federal funding if that percent is less than 50%. However concerns were raised that renters may not be as invested in our building than owners are, and should that percentage be lowered from 21% in our updated Bylaws. This will be further discussed before our next special meeting.
- b. An owner recommended the parking garage thermostat be dropped to 50 – 55 degrees during cold weather to decrease heating bills.
- c. An owner was concerned that the roughness of the pool floor is scraping skin. Badger Pools will be asked about this.
- d. An owner was concerned that people were bringing bicycles up to their units which is not permitted by our Rules & Regulations. A notice should go out to remind residents that bicycles may only be stored in the parking garage or storage units.

12. Birwood and the HOA will be sending out an owner survey about security issues and Bylaws/Declarations questions.

13. A motion was made by Greg Simmons to schedule a follow-up meeting to further discuss the Amazon Lockers, Security, and Bylaws/Declaration Draft documents. The motion was seconded and approved by majority vote.
14. Will Frische moved to adjourn the meeting, this was seconded and approved by a unanimous “aye” vote. Meeting adjourned at 6:30 p.m.

Respectfully submitted,
Rayne Beach
HOA Board Secretary