

## **Galway Hills Homeowners Association**

### **2023 Annual Membership Meeting**

Jan. 10, 2023

6:30 p.m. on Zoom

#### **Welcome**

**Attendance:** Please see the list of attendees at the end of the minutes

#### **Minutes from the April 7, 2022 meeting.**

**Minutes passed unanimously**

#### **President's overview of this past year.**

- Continued to enroll residents in ACH payments, now having about half of homeowners using this “set-it-and-forget-it” system. Reduced accounts receivable, or unpaid dues, by 67%.
- Conducted pond maintenance, installing a second aerator to improve pond aeration.
- Began the process of taking ownership of two outlots previously owned by the developers of Galway Hills. Once the HOA owns this land, we will begin resolving encroachments, removing dead trees and mowing.
- Held a summer dessert social attended by about 100 neighbors. Thanks for coming!
- Met with Iowa City officials about traffic concerns associated with Melrose Avenue. After this meeting, the city took down a shrub that was obscuring the view of oncoming traffic, agreed to reconstruct the median at Dublin and Melrose so it is easier to turn left and agreed to occasional use of the police speed trailer on Melrose.
- Advocated for a park off Shannon Drive, just south of Galway Hills. Iowa City officials said they will include this in future plans, now that the city has been deeded the property by the Galway Hills developers.

#### **Treasurer's Report.**

Questions about mowing of common areas, accounting and Quickbooks fees as well as postage costs.

#### **Review and approval of the 2023 Budget.**

**2023 budget approved unanimously.**

#### **Election of Board of Directors.**

**Board member slate approved unanimously.**

President: Erin Jordan

VP: Ben Stevens

Treasurer: John Kalohn

Secretary: Jason Wilbur

## **Other Business.**

2023 Dues statements will be coming out soon. \$150 for payment by credit or check. \$120 through ACH. Membership dues are due on February 28, 2023.

There was a discussion about why check and credit card payments cost more. John Kalohn explained the HOA has to pay the accountant to process that paperwork, which has a cost. It's pretty standard for HOA's to require ACH, which we are not doing. Using these automatic transfers also has reduced outstanding dues significantly in a short time period.

Kalohn noted that he checks home sales with ACH dues payments so people who move are not being billed. If someone was billed after they moved, the HOA would refund them.

## **Outlots**

Outlot 2, between Tipperary Road, Donegal Court and Ireland Drive, will soon be turned over to the HOA. We will need to maintain it and make sure there are not encroachments, such as fences, swing sets, hardscaping. Emily Foley agreed to research possibilities for the area, such as a prairie. The HOA will need to be mindful of maintaining the area for drainage.

## **Traffic**

Ongoing concern about people driving too fast in the neighborhood. HOA board will ask city about possibility of putting speed trailer in the neighborhood and about missing yield signs. Board also will go back to the city in a year or two as traffic patterns change. Additional speed bumps also are an option, but would take a petition of people who live on that street. There was a suggestion to invite police and firefighters to neighborhood social.

## **Pond use**

The pond area is open to everyone. It's not suitable for swimming, but it does have fish in it. Would need to be accessed from Melrose. Board has cleared quite a bit of overgrowth from north and west side sides of the pond. South side needs a bit more work, but the incline is steeper.

## **Adjournment at 7:25 p.m.**

## Attendance

	Attendance	Member	Deginated Proxy
1	By proxy	0077 Donegal Place:Jin Zhou & Xiaoding Lou	Erin Jordan
2	By proxy	0646 Tipperary Road:Mark L. & Kimberly Schultz	Mark Schultz to Kim Schultz
3	By proxy	1219 Tipperary Road:Cheung Chung Lam	John Kalohn
4	By proxy	1233 Tipperary Road:Chun Zhen Chen	John Kalohn
5	By proxy	3335 Limerick Lane:Scott & Suyun Channon	John Kalohn
6	By proxy	3411 Ireland Drive:Deanne & Ronald Mirr	Ben Stevens
7	By proxy	3419 Ireland Drive:Adil Imran & Sobia Adil	John Kalohn
8	X	0009 Kearney Court:Scott & Nichole R Hoffman	
9	X	0018 Donegal Place:Zhenbo Li & Chunxin Wang	
10	X	0020 Kearney Court:Christina P Neve	
11	X	0021 Donegal Place:Kevin & Candace McKeever	
12	X	0027 Kearney Court:Karl & Jennifer Theurer	
13	X	0053 Donegal Place:Tom & Erin Jordan	
14		0065 Donegal Place:David Schwartz & Samantha Norris	
15	X	0713 Tipperary:Randy & Nancy Hollenbeck	
16	X	0752 Tipperary Road:Verne & Marlene Folkmann	
18	X	1157 Tipperary Road:Darrick J and Camille Zirker	
19	X	1178 Tipperary Road:John Kalohn and Thomas Warning	
20	X	1261 Tipperary Road:Robert Roghair	
21	X	3432 Ireland Drive:Junfeng Guo & Rong Fan	
23	X	3442 Ireland Drive:Fang Meng & Hua Xiang (Helen)	
24	X	3443 Limerick Lane:Edudzi and Dromi Janetta Etsey	
25	X	3455 Donegal Court:Yichi Zhang and Mingjia Ma	
26	X	3459 Ireland Drive:Benjamin T. Stevens	
28	X	3468 Killarney Road:James & Heather Woodin	
29	X	3514 Donegal Court:Brittany Bettendorf & Benjamin Stumpf	
31	X	3554 Donegal Court:Joseph & Julie Spiess	
32	X	3605 Donegal Court:Emily M Foley	



# Galway Hills Homeowners Association

Annual Membership Meeting  
January 10, 2023 @ 6:30 PM

*The meeting will begin momentarily*

# Agenda

- ▶ Welcome (Erin)
- ▶ Minutes from the April 7, 2022 meeting. (Ben)
- ▶ President's overview of this past year. (Erin)
- ▶ Treasurer's Report. (John)
- ▶ Review and approval of the 2023 Budget. (John)
- ▶ Election of Board of Directors. (Erin)
- ▶ Other Business. (ALL)
- ▶ Adjournment. (Erin)

# President's Annual Overview

- ▶ Met with Iowa City officials about traffic concerns associated with Melrose Avenue. The city:
  - ▶ took down a shrub that was obscuring the view of oncoming traffic
  - ▶ Added “No Outlet” signage
  - ▶ agreed to reconstruct the median at Dublin and Melrose
  - ▶ agreed to occasional use of the police speed trailer on Melrose.
- ▶ Reduced Unpaid Dues by 67%.
- ▶ Continued ACH enrollments

# President's Annual Overview (cont'd)

- ▶ Conducted pond maintenance, installing a second aerator to improve pond aeration.
- ▶ Began the process of taking ownership of two outlots currently owned by the developers of Galway Hills.
- ▶ Held a summer dessert social attended by about 100 neighbors.
- ▶ Advocated for a park off Shannon Drive, just south of Galway Hills.

## Galway Hills Homeowners Association Balance Sheet\*

ASSETS	Total	
Current Assets		
Bank Accounts		
Hills Bank		34,965.46
West Bank Checking Account		0.00
Total Bank Accounts	\$	34,965.46
Accounts Receivable		
Accounts Receivable		5,431.10
Total Accounts Receivable	\$	5,431.10
Other Current Assets		
Undeposited Funds		0.00
Total Other Current Assets	\$	0.00
Total Current Assets	\$	40,396.56
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>40,396.56</b>

\*As of December 31, 2022



# Galway Hills Homeowners Association Balance Sheet\*

LIABILITIES AND EQUITY	Total
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0
Total Accounts Payable	\$0
Credit Cards	
Hills Bank Credit Card	284
Total Credit Cards	\$284
Other Current Liabilities	
Iowa Department of Revenue Payable	0
Total Other Current Liabilities	\$0
Total Current Liabilities	\$284
Total Liabilities	\$284
Equity	
Opening Bal Equity	0.00
Retained Earnings	65,130
Net Income	-25,017
Total Equity	\$40,112
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$40,397</b>

\*As of December 31, 2022

# Galway Hills Homeowners Association Profit and Loss\*

	Total
<b>Income</b>	
Homeowners Dues	34,592
Unapplied Cash Payment Income	450
Uncategorized Income	17
<b>Total Income</b>	<b>\$35,060</b>
<b>Gross Profit</b>	<b>\$35,060</b>
<b>Expenses</b>	
Accounting Fees	3,359
Bad Debts	379
Bank Charges	73
Computer & Internet Expenses	920
Electricity	446
Insurance	1,488
Land Survey	408
Lawn Mowing	10,350
Lien Filing Fees	36
Pond Maintenance	900
Printing	290
Snow Removal	1,365
Supplies & Postage	1,060
Tree Work	4,900
Total Expenses	\$25,974
Net Operating Income	\$9,086
<b>Net Income</b>	<b>\$9,086</b>

\*As of December 31, 2022

# Galway Hills Homeowners Association

## A/R Aging Summary

As of January 5, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
0031 Donegal Place					165	165
0086 Donegal Place					165	165
0547 Galway Dr					429	429
0669 Tipperary Road				25	429	454
0702 Tipperary Road					231	231
0703 Tipperary Road		225			2,252	2,477
0742 Tipperary Road					165	165
0857 Tipperary Road					1,690	1,690
0867 Tipperary Road					165	165
1038 Tipperary Road					165	165
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 225</b>	<b>\$ 0</b>	<b>\$ 25</b>	<b>\$ 5,856</b>	<b>\$ 6,106</b>

# 2023 Proposed Budget

<b>Income</b>	<b>CY2022 Budget</b>	<b>CY2022 Actuals (12/31/2022)</b>	<b>CY2023 Proposed</b>	<b>Notes</b>
Homeowners Dues	\$27,900	\$34,567	\$25,080	
Unapp. Cash Payment Inc.		450		Overpayments by homeowners
Uncategorized Income		42		
<b>Total</b>	<b>\$27,900</b>	<b>\$35,060</b>	<b>\$25,080</b>	

# 2023 Proposed Budget

Expenses	CY2022 Budget	CY2022 Actuals (12/31/2022)	CY2023 Proposed	Notes
Accountant Fees	\$4,500	\$3,359	\$4,000	Estimate
Bad Debt	0	379	0	
Bank Charges	50	73	25	
Computer & Internet	0	920	1,500	\$600 - HOA Express \$600 - Quickbooks \$160 - Zoom
Electricity	450	446	500	Pond Aerator
Insurance	0	1,488	1,500	
Land Survey	0	408	0	
Landscaping	3,000	0	3,000	Maintenance
Lawn Mowing	20,000	10,350	15,235	Lawn maintenance and mowing
Legal Fees	4,000	0	4,000	Resolution of outlot ownership
Lien Filing Fees	0	36	100	
Pond Maintenance	2,000	900	2,000	Estimate
Printing	0	290	500	
Socials			400	
Snow Removal	2,300	1,365	2,300	\$195 per removal (no change for 2023)
Supplies & Postage	500	1,060	1,000	
Tree Work	5,000	4,900	5,000	Estimate for tree work for 2023
<b>Total</b>	<b>\$41,800</b>	<b>\$25,974</b>	<b>\$41,060</b>	<b>Cost per homeowner \$221</b>

# Election of Board of Directors



- ▶ Nominees

- ▶ Erin Jordan – President

- ▶ John Kalohn – Treasurer

- ▶ Ben Stevens – Vice President

- ▶ Jason Wilbur – Secretary

# Other Business

- ▶ Update on outlots
- ▶ Annual Dues Statements
  - ▶ Will be sent out the week of January 16<sup>th</sup>
  - ▶ Due February 28
  - ▶ Three payment options:
    - ▶ ACH \$120 (discounted \$30) Processed on or about 2/28/2023
    - ▶ HOA Website \$150
    - ▶ Check \$150

# Other Business. (cont'd)

- ▶ HOA Website
- ▶ How many homeowners would like to receive annual statements by email?
- ▶ Other topics ???



# Adjournment

