

**Trails End Homeowner's Assoc., Inc**  
**Special Board Meeting Minutes from January 19, 2008**

Meeting was called to order at 10:05 a.m. by President Dan Herrygers at the Trails End Clubhouse. Also in attendance were Vice-president Michael Knight, Treasurer Bev Kuseliauskas, Secretary Ed Weyer, and Director-at-Large Terry Brettner. No guests were present.

The agenda as well as the time and place for this special meeting were set during the December 15, 2007 Board Meeting. The agenda focused on funding for maintenance and repairs to Association property.

Michael Knight secured 3 bids for 30-year architectural shingles ranging from \$5,300 to \$6,000. Michael explained that all estimates included removing the existing roof materials because the current shingles continue to slip down and the shingle lines are no longer straight as required for placing shingles over shingles. Bids for metal roofing carrying a 45-year warranty ranged from \$5,800 to \$8,000. Metal roofing would be installed over the existing roof after some minor preparatory work.

Previous estimates for painting and refinishing the exterior of the clubhouse ranged from approximately \$3,600 to \$7,500. Quotes varied significantly as they did not all cover the same items, e.g., two coats versus one, etc. These quotes are no longer current and new estimates are expected to be somewhat higher.

After reviewing the options available to the Board, Michael Knight moved that all quotes be accepted as part of the minutes; that the Board use the high-end quotes for planning purposes; and therefore that a special assessment of \$300 per property be assessed to each of the 54 properties, for a total special assessment of \$16,200. Dan Herrygers seconded. The motion carried unanimously.

The Board then finalized the process for a mailing to members. Envelopes will be sent by traceable mail. The mailing will include a cover letter from President Dan Herrygers explaining the contents of the mailing as well as an agenda for the annual meeting on March 15, 2008. Also included will be: a proxy ballot with instructions; a membership certificate for the Trails End Homeowners Association; an explanation of the Board's decision process for annual and special assessments; and an invoice for amounts due.

The Board set a special Board Meeting for March 8, 2008, 10:00 a.m. at the Clubhouse. The purpose will be to review the state of the Association and to prepare for the General Membership meeting.

The meeting was adjourned at 11:52 a.m.

Respectfully submitted,

Ed Weyer, Secretary