

MARCH



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BOARD OF DIRECTORS

Sheryl Frank
president

William Bather
vice president

Andria Knapp
secretary-treasurer

Ray Gamble

Judy Henthorn

**HANDY
PHONE NUMBERS**

Independence Square
Townhouses office
816.252.0444

Police (Non-emergency)
816.325.7300

Police (Emergency)
911

Metro Public Safety
816.436.0401

Animal Shelter
816.621.7722

Animal Control Dispatcher
816.325.7205

Report Power Outage
816.325.7550

Great Plains SPCA
21001 E. Highway 78
Independence
913.808.3372
Hours:

Noon to 7 p.m. Tues. - Fri.
11 a.m. to 6 p.m. Sat. - Sun.

Citizens Information Center
816.325.7000

NEWSLETTER MINUTES

**February 19, 2019
Board Meeting**

Board members present: Sheryl Frank, president; Bill Bather, vice president; Andria Knapp, secretary-treasurer; and Ray Gamble

Board member absent: Judy Henthorn

Staff present: Alexis Martin, on-site manager; Martha Ramcke, assistant on-site manager; Mike Leach, maintenance superintendent; Tim Ralph, assistant maintenance superintendent

Also attending: Melva Linville, consultant; Carmen Detherage, comptroller; and Dale Janke, regional manager; all with Tailor Made Property Services, Inc.; and Bradley Constance, cooperative attorney

Sheryl called the meeting to order at 5:45 p.m.

Minutes of the January 15, 2019, board meeting were approved

Open Session

Two members signed in. Sheryl welcomed them and called the session to order at 6 p.m.

Mike gave the maintenance superintendent's report. He will be retiring on April 12.

Four units had roof repairs. The basement foundation at 1376 has been repaired.

Replaced since January 15 have been one range, one bath floor, one kitchen floor and one disposal.

There have been two move-ins and one move-out.

Of 97 work orders called in, 88 have been completed.

Alexis presented the office report.

Four memberships are for sale with two applications and two move-ins scheduled.

There have been five intents to vacate. Fire damage is still being repaired at 1217.

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Vehicle and pet permits were due by February 28.

Carmen presented the managing agent's report.

Two applications have been approved and two final statements completed.

Tailor Made processed \$137,979.51 in accounts payable for the month of January. Financial reports were mailed to the board on February 13.

Sheryl opened the floor to member comments.

Cora Little was recognized as the Good Neighbor of the Month for February.

Fran McGowan won the door prize drawing.

The open session ended at 6:20 p.m.



Ray Gamble, member of the board of directors, presents the door prize of \$25 to Fran McGowan during the open session of the February board meeting.

Keep surfaces slip-free with ice melt granules

- Members are reminded that bags of ice melt are available free from the office for use on townhouse sidewalks, steps, stoops and other surfaces.
- Furnace filters also are available at the office.
- Please remember that the maintenance staff does not shovel snow between vehicles in the parking lot.

Guests can stay no longer than 30 days

There is a 30-day limit for visitors.

At the end of 30 days, the member is required to notify the site manager's office. A new household composition must be completed and the visitor must be in compliance with cooperative guidelines to qualify for occupancy.

A criminal background report is required for additions to the household composition and there is a charge for this report.

Dates to Remember

March 2019

Carrying charges due: March 1

Daylight saving time begins: March 10

Carrying charges delinquent: March 11

Board meeting: March 19
Open session at 6 p.m.

Delinquent accounts sent to attorney: March 21

April 2019

Carrying charges due: April 1

Carrying charges delinquent: April 10

Board meeting: April 16
Open session at 6 p.m.

Delinquent accounts sent to attorney: April 22

Please note:

The Independence Square newsletter, "Around the Square," publishes two months of dates in every issue.

The newsletter is published and delivered mid-month.

Please register pets, vehicles

Pet and vehicle permits are now due.

If you have not registered these with the office, please do so. The deadline was February 28.

The only animals needing a pet permit and the one-time fee are dogs and cats.

Pet registration requires a copy of the certificate verifying vaccinations are current. The certificate also must indicate breed and weight.

A photo of your pet must be provided to the office. Proof of licensing with the City of Independence must be shown as well.

All vehicles owned by or in the possession of members or their family must be registered at the site manager's office. When a vehicle is replaced, it is the member's responsibility to file a new registration permit with the office within 10 days.

A limit of one vehicle per licensed driver per townhouse, with a limit of three vehicles per townhouse, will be permitted.

All vehicles must have a valid state license plate. Vehicles not properly licensed will be subject to towing at the

owner's expense. Vehicles are subject to towing if parked anywhere other than in the member's numbered spot or a guest spot.

If a vehicle is parked in a fire zone, it will be towed immediately.

If a vehicle is blocking a member's numbered spot or is parked in a member's numbered spot, an attempt will be made to locate and contact the vehicle owner. If the owner cannot be located, the vehicle is subject to towing immediately.

Failure to comply with registration and rules may place your Occupancy Agreement in jeopardy.

Grounds Rules Keep Property Looking Good

Independence Square rules and regulations are designed to improve the appearance of the property and the safety and quality of life of all of us who live here.

Please help keep our community clutter-free and attractive. Here are some of the rules members have agreed to follow when they signed their Occupancy Agreements.

Members are responsible for maintaining their flower beds and fenced-in backyards.

Planting: Planting that could cause structural problems or mowing problems will not be approved.

Vines: Vines will not be allowed on the buildings.

Flower beds: Flower beds in front and back yards shall be planted next to the buildings. They shall not extend beyond the stoop approximately 56 inches.

They will be sloped away from the building to allow for drainage. Raised flower beds are not allowed.

Any type of edging used must allow for drainage and may not be taller than six inches.

Yard ornaments: Yard ornaments are to be confined to the flower bed.

Fenced back yards: The member is responsible for fenced back yards. They are to be mowed and kept free of clutter.

Grass should not be more than eight inches tall.

If you receive notice from Maintenance to mow your yard, you will have 48 hours to do so. If not done in this time period, Maintenance will mow your yard and a charge will be assessed.

If a member gets three notices for mowing violations during mowing season, the fence will be removed.

Residents can recycle variety of items in bin

Recycling is now as convenient as the bin by the maintenance building.

Residents can deposit all recyclable items in the bin without separating them first.

Here's what you can deposit:

- Paperboard such as empty cereal boxes
- Brown paper bags
- Phone books, catalogues and magazines
- Newspapers
- Paper cardboard, dairy and juice containers
- Bulk mail
- Glass bottles and jars
Remove and discard lids.
- Aluminum cans
- Plastic bottles and containers #1 - #7
No plastic bags.
- Tin or steel cans
- Cardboard boxes
- Office and school paper

Here's what cannot be deposited in the recycling bin:

- No batteries
- No bubble wrap
- No chemicals
- No diapers
- No plastic foam containers, cups and packing peanuts
- No food-soiled paper or plastic containers
- No hardbound books
- No household hazardous waste
- No kitchen oils
- No paint
- No plastic bags
- No plastic utensils
- No tires
- No yard waste

Members receive \$200 referral bonuses

Members of Independence Square Townhouses receive \$200 checks as referral bonuses when an applicant they recommend becomes a member.

There is no limit to the number of qualified referrals that can be made by a member.

We thank our members for their vote of confidence in our cooperative and for helping us attract qualifying new members.

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Word-of-mouth recommendations are our best source of new members. When you tell others to consider Independence Square for their new home, it means that you enjoy living here and that you know someone else who would be a good neighbor for us.

The referral should be mentioned at the time of application.

The referring member will receive \$200 after the applicant moves in.

Units Treated to Eliminate Bed Bugs

To effectively treat and thoroughly eliminate bed bugs from our property, we rely on members to report suspected bed bug activity in their units.

The best way to report is to call the office at 816.252.0444 or to email Alexis at alexismartin@comcast.net or Martha at martha.ramcke@comcast.net.

Please do not come into the office to report bed bugs.

We are making every effort to eradicate bed bugs and to keep them from spreading and we need your cooperation to protect all of us.

Independence Square Townhouses, Inc., has adopted a zero-tolerance policy for bed bug infestations.

Member Responsibilities

- Report any suspicion of the presence of bed bugs immediately to the on-site office.
- Fully cooperate with inspectors, management and pest management professionals during the entire process of eliminating the pests.
- Continue to help the cooperative by monitoring your unit for bed bugs after treatment has been made.

Cooperative Responsibilities

- We will take your bed bug problem seriously and will schedule a qualified inspection as soon as possible.
- We will schedule inspections for adjacent units to assess the extent of the infestation and will treat all units found to be affected by the infestation.
- We will pre-inspect the day before treatment is scheduled to make sure your unit is properly prepared. We will let you know if anything is not ready.
- We will assist the pest management professionals in gaining proper access to all areas to be treated.
- We will make any structural repairs recommended by the pest management professional necessary to eliminate bed bug hiding places. We will caulk and seal any cracks and crevices in the unit.
- We will schedule follow-up treatments for your unit as necessary and recommended by the pest management professional.
- We will commit to using the most effective treatment recommended for the infestation. In most cases, heat treatment will be used when available.

Treatment will be provided at no cost to the member as long as full cooperation is given. However, should a member fail to cooperate or to follow the instructions for eliminating the pest or should the member have repeated infestation issues in the unit, the member may be subject to charges for the treatment.

A member's failure to report suspected infestation and/or failure to comply with the necessary procedures for eliminating the pest will result in a violation of the Occupancy Agreement and possible termination of occupancy.

