

# **WIND MEADOWS CORPORATION**

## **BOARD OF DIRECTORS MEETING MINUTES NOVEMBER 27, 2018**

The regular meeting of the WMC Board of Directors was held on Tuesday, November 27, 2018 in the upper level of the WMC Leisure Center, 101 Bayfield Drive pursuant to notice given to each Director in accordance with the Bylaws of the Corporation.

President Bob Randleman called the meeting to order at 7:00 p.m. Present were Directors: Bob Randleman, Jim Kroll, Anne Stoltenberg, Dan Naughton, Bob Smith, Brenda Trumbauer, Joe Fox and John Brashaw. Also present were PSA V President, Margaret Fliss and WMC Site Manager, Renee Michna. Marty Sturino and Linda Johnson were excused.

There was a motion by John Brashaw and seconded by Jim Kroll to approve the October 23, 2018 Board Meeting Minutes. Motion carried.

### **Treasurer's Report**

Renee Michna highlighted the October 2018 Financial Reports.

The October year-to-date (YTD) revenue of \$580,901 was over budget by \$23,095 mainly due to monthly assessment prepayments and \$57,430 in the combined special assessment income in PSA I, II and III.

The October operating expenses of \$551,525 were under budget by \$8,437.

The YTD Capital Reserve Savings Income was \$44,534 due to monthly budgeted transfers and interest.

The YTD Capital Reserve Expenses are \$64,862 due to \$5,000 for a legal retainer, \$17,966 in Leisure Center (LC) for party room updates, a deposit of \$1,000 in LC to the Village of Wind Point to permit equipment to cross ditches for tree removal, \$4,860 (half the cost) in PSA I to Kermit Frecka for replacing the failing east foundation wall at 97 Woodfield Ct., \$21,895 in PSA II for Advanced Garage Door to install new garage doors, \$4,920 in PSA II for PLM to crack fill and seal coat in Stonewood and Parkwood Cts. and \$10,571 in PSA VIII to Red House for painting the trim and fascia. The Capital Reserve expenses were partially offset by the \$1,350 credit from five PSA I homeowners that paid \$225 to install stainless steel chimney chases.

The YTD net income is \$9,048.

There was a motion by Joe Fox and a second by Anne Stoltenberg to accept the October 2018 Financial Reports. Motion carried.

### **Site Manager's Report**

Renee Michna reviewed the November Site Manager's Report.

Three WMC homeowners will be sixty days past due on November 30, 2018.

The candidates running for Board terms January 1, 2019 through December 31, 2020 and the year-end mailing schedule were reviewed. The next Board Meeting is scheduled for January 22, 2019 at 6:00 p.m. and the Annual Membership Meeting will follow at 7:00 p.m.

There was a motion by Jim Kroll, seconded by Joe Fox to appoint the following to the Election Committee:

1. Anne Stoltenberg    11 Stoltenberg Ct. - Chairperson
2. John Brashaw        13 Greenwood Ct.
3. Brenda Trumbauer   83 Woodfield Ct.
4. Jill Sturino         122 W. Campus Ct.
5. Judy Burton         137 Lakefield Ct.

Motion carried.

A motion was made by Anne Stoltenberg and a second by Bob Randleman to appoint the following to the Insurance Committee:

1. Jim Kroll                    38 Stonewood Ct.
2. John Brashaw            13 Greenwood Ct. - Chairperson
3. Bob Randleman        143 W. Parkfield Ct.

Motion carried.

The Audit Committee will be discussed at the January Board Meeting. There was a motion by John Brashaw and a second by Anne Stoltenberg to engage a Certified Public Accountant (CPA) to complete a 2018 annual audit of the WMC. Motion carried. Three CPA bids will be sought.

Great Lakes Tree Service is removing ash trees in PSA I between Woodfield and W. Campus Cts. K and R Heating is continuing to install chimney caps and chases in PSA I.

### **Architectural Review Committee (ARC)**

President Bob Randleman presented the ARC recommendations as follows:

Corrine Merry, 74 Woodfield Ct. sought approval to add ten small boulders and several plants in her front mulched area. Also, she would like to plant two juniper bushes and plants in her back yard for privacy. Jim Kroll made a motion and was seconded by John Brashaw to approve this request. Motion carried.

The Board discussed the newly built deck at the home of Stephen and Maneeka Decker, 134 Lakefield Ct. The two deck steps running along the entire east side were built on common ground and are noncompliant. Decker's original approved ARC application on March 8, 2018, did not include the deck steps on common ground. After the deck was built, the owners submitted a request to allow the two new deck steps to remain on common ground. A motion was made by Bob Randleman and seconded by Brenda Trumbauer to deny the request. Motion carried. The deck steps will need to be removed by April 2019.

John Rowland, 50 Parkwood Ct. submitted a proposal to replace the rotted timbers in his back patio area with brick and add paver stones next to his deck. This work would be within his footprint. Jim Kroll made a motion to approve and Joe Fox seconded the motion. Motion carried.

Kurt and Katherine Maxey, 14 Greenwood Ct. asked permission to remove and stump all of the dying ash and shrubs in their back yard, and spread the mulch, created from this work, in this area to suppress vegetation growth. A motion was made by John Brashaw and seconded by Jim Kroll to approve the request. Motion carried.

Milt Habeck, 131 and 132 E. Parkfield Ct. proposed to hire a tree company to plant fourteen trees located in specific areas in PSA VI at his expense. Joe Fox made a motion, seconded by Dan Naughton for approval. Motion carried.

Julius and Nijole Andriusis, 9 Sprucewood Ct. requested to allow a noncompliant playhouse/shed that they erected on the northeast side of their backyard. There was a motion by Anne Stoltenberg and a second by Dan Naughton to deny this request. Motion carried.

The Board revisited the October 23, 2018 request from Peter and Nancy Johnson of 123 W. Campus Ct. to allow grilling in their driveway. After reviewing the WMC Rules and Regulations, Bob Randleman made a motion to approve this request, Jim Kroll seconded the motion, six Board Members opposed and the motion was denied.

### **Old Business**

Jim Kroll reported the "Wind Meadows Families" Facebook page continues to grow.

The Leisure Center Committee (LCC) chairman, Jim Kroll, informed that the countertops are ordered and will be installed soon.

The first Annual Chili Cook Off held on Sunday, November 11, 2018 went well with thirty residents attending. There were seven chili entries and homeowners that did not compete were asked to contribute \$3.00 each. The proceeds were donated to The Racine County Food Bank. The resident with the winning chili was given a \$75.00 gift certificate toward the next rental of the Leisure Center.

Margaret Fliss of PSA V informed that the legal documentation is being finalized for PSA V to incorporate with WMC and the residents of PSA V are looking forward to using the WMC amenities.

President Bob Randleman presented the final draft of the 2019 WMC Budget and explained the major expense items in the Leisure Center and Administrative. The monthly assessments for 2019 are shown below.

	<u>2018</u>	<u>2019</u>
PSA I -	\$245.00	\$255.00
PSA II -	235.00	250.00
PSA III -	295.00	315.00
PSA IV -	105.00	112.00
PSA V -	56.00	250.00
PSA VI -	190.00	200.00
PSA VII -	96.00	106.00
PSA VIII -	235.00	245.00

Included in the 2019 Budget are the proposed PSA I, III and V Tree Removal Special Assessments:

1. PSA I - \$800/home, due June 1, 2019,
2. PSA III - \$1,800/home, \$1,000 due March 1, 2019 and \$800 due September 1, 2019,
3. PSA V - \$400/home, due June 1, 2019.

After careful review by each Director, a motion was made by John Brashaw, seconded by Jim Kroll to approve the final draft of the 2019 Budget letter, the 2019 Budget, Capital Reserve Plan and the PSA I, III and V Tree Special Assessments. Motion carried. The Budget Letter and 2019 WMC Budget will be mailed to residents on November 28, 2018. The PSA I, III and V Special Assessment letters will be mailed at the beginning of January 2019.

### **New Business**

Jim Kroll informed that the new garage doors in PSA II are insulated well and look great, but if a door is damaged, replacement takes at least five weeks. This is because the new garage doors have to be painted the specific WMC color to match their siding. Then the paint needs a couple of weeks to cure properly. This is the same for the new PSA I garage doors. Jim Kroll proposed to purchase a couple of extra garage doors for PSA I and II in case a replacement is needed. Washington Properties offered to store the garage doors at no cost. The Board agreed that PSA I and II should pay for their extra garage doors.

The Directors decided to hand out the WMC Welcome Packet to new homeowners in their specific PSA and to provide information about WMC.

Handicap parking at the LC was tabled.

The ARC approval process and follow up was discussed. Once an ARC project is finished, the homeowner must contact the WMC office. The PSA Director and the ARC members will be informed to inspect the finished project.

Residents will be reminded in the Newsletter to have their pets on a leash.

There being no further business before the Board, the meeting was adjourned at 9:09 p.m.

Respectfully submitted,

Renee Michna, Secretary for the meeting  
WIND MEADOWS CORPORATION