

# WIND MEADOWS CORPORATION

## BOARD OF DIRECTORS MEETING MINUTES JANUARY 23, 2018

The monthly meeting of the WMC Board of Directors was held on Tuesday, January 23, 2018 in the upper level of the WMC Leisure Center, 101 Bayfield Dr. pursuant to notice given to each Director in accordance with the Bylaws of the Corporation.

President Bob Randleman called the meeting to order at 6:00 p.m. Present were Directors: Bob Randleman, John Brashaw, Anne Stoltenberg, Dan Naughton, Brenda Trumbauer, Jim Kroll Joe Fox, and Linda Johnson. Bob Smith was excused from the board meeting. Also present were PSA V President Margaret Fliss, Marty Sturino of 122 W. Campus Ct. and WMC Site Manager Renee Michna.

Marty Sturino was appointed temporary chairman for the election of officers. Marty presented the proposed slate of officers as follows:

President –	Bob Randleman
Vice President –	Jim Kroll
Secretary –	Brenda Trumbauer
Treasurer –	Linda Johnson

There being no additional nominations from the floor, there was a motion by Bob Randleman to close the nominations, seconded by John Brashaw. Motion carried. It was moved by Anne Stoltenberg, seconded by Linda Johnson and carried to approve the slate of officers for 2018 as presented.

The meeting was turned over to President Bob Randleman.

The President introduced Marty Sturino. Marty volunteered to fill the vacant PSA I Board Director term through December 31, 2019. A motion was made by Bob Randleman and seconded by John Brashaw to appoint Marty Sturino to the vacant PSA I Board Director position. Motion carried.

Bob Randleman introduced PSA V President, Margaret Fliss and informed that Margaret was invited to the meeting to observe. Bob Randleman and Renee Michna recently met with Margaret to discuss the process to incorporate PSA V into WMC. Legal counsel will be sought and a PSA V budget needs to be drafted.

A motion was made by Linda Johnson and a second by Anne Stoltenberg to approve the November 28, 2017 Board Meeting Minutes. Motion carried.

### **Treasurer's Report**

Renee Michna highlighted the November and December 2017 Financial Reports. On a year-to-date (YTD) basis, revenue of \$791,336 is over budget by \$223,570 mainly due to the PSA I and III Special Assessment Income (\$229,864).

The YTD operating expenses of \$873,721 is over budget by \$303,179. The unfavorable spending variance of \$248,228 in Special Assessment Expenses is partially offset by the favorable spending variance of \$19,007 in Insurance.

The YTD Capital Reserve Income is \$53,388. The YTD Capital Reserve Expenses of \$30,903 are due to \$1,108 in LC to Bryan Klus to build a new Campus Dr. entrance sign, \$6,545 in PSA I to Bryan Klus to install gutter covers on all sixty-eight homes, \$3,910 in PSA VI to K and R Heating to install gutter covers on the fronts of all twenty-eight homes, \$695 in LC paid to Mano Fencing for installing a chain link pool fence and gate, \$6,246 in PSA I paid to Holton Brothers for stucco repair, \$6,686 in PSA VIII paid to Red House Painting for painting the soffits, \$500 in PSA I paid to Poblocki Paving for court 8 entrance asphalt repair and \$5,212 in PSA III paid to Bryan Klus for resetting brick ledges at 11, 14, 21, 23, 32, 33 Lakewood Dr. and 43, 44 E. Campus Ct. The Capital Reserve Net Income is \$22,485.

The YTD net loss is \$59,900.

There was a motion by Jim Kroll and a second by Bob Randleman to accept the November and December 2017 Financial Reports. Motion carried.

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

Renee Michna gave the December and January Site Manager Reports. One homeowner will be sixty days past due on February 1, 2018

The WMC ballot election results for Board terms January 1, 2017 through December 31, 2018:

PSA III – Bob Smith	21 Homes/ 3 Votes
PSA IV – John Brashaw	111 Homes/ 16 Votes
PSA IV – Linda Johnson	<u>111 Homes/ 15 Votes</u>
Total Ballots:	132 Homes/ 19 Votes

### **Old Business**

The President recapped the January 16, 2018 Special Board Meeting regarding a rebuttal from PSA III Manor Homeowners to reduce 2018 monthly assessment. A signed petition was given to the WMC office by eleven (11) owners representing over fifty (50) percent of the residential lots required to pay such proposed assessments. At the special meeting, both the majority of the Board and over fifty (50) percent of the PSA III voting units were represented in person or by proxy. Discussion ensued regarding covering expenses, especially ash tree removal due to the Emerald Ash Borer. It was approved to reduce the PSA III 2018 Monthly Assessment from \$320 to \$295 and impose \$1,500 Special Assessment for tree removal and maintenance expenses; \$500 is due March 1, 2018 and \$1,000 is due September 1, 2018.

### **New Business**

PSA II Director, Jim Kroll explained that the PSA II garage doors are original and need to be replaced. Jim proposed a \$700 per unit garage door special assessment to cover approximately half of the cost, due June 1, 2018. The PSA II Capital Reserve will pay for the balance. A motion was made by Anne Stoltenberg to approve the PSA II \$700 garage door special assessment due June 1, 2018 and a second was made by Linda Johnson. Motion carried.

The President informed the Board that a listening session was held on January 3, 2018 with the PSA I homeowners. Bob Randleman, Jim Kroll and Brenda Trumbauer were in attendance, along with several PSA I homeowners. Bob highlighted the meeting. Several suggestions were made for better communications to the members. One suggestion was to use a "Request for Action Form" through email to document requests, actions and decrease phone calls to the office. Bob asked the Board to consider using this form and give their feedback. A new WMC website was proposed with more information. Ron Gayhart of 97 Woodfield Ct. provided contact information to the Wisconsin Small Business Development Center at University of Wisconsin Parkside (UWP) to use for a website developer.

Bob Randleman and Renee Michna met with Marjorie Coen, a junior at UWP, majoring in graphic design. Marjorie gave ideas and options for a website design and offered a three to five page website for \$350. She could finish the website within six months and would need fifty percent prior to starting. Once the website is established, WMC can use the UWP Small Business Development Center for any future troubleshooting at a cost of \$20/hour. A motion was made by Bob Randleman to approve using UWP to develop the new WMC website for \$350. Jim Kroll seconded the motion and carried.

There being no further business before the Board, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Renee Michna, Secretary for the meeting