

WIND MEADOWS CORPORATION BOARD OF DIRECTORS MEETING MINUTES

February 25, 2020

The regular meeting of the WMC Board of Directors was held on Tuesday, February 25, 2020 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.

Linda Johnson called the meeting to order at 7:00 pm. Present were Directors: John Brashaw, Dan Naughton, Debie Truckey, Joe Mauer and Joe Fox {via phone} Excused were Bob Randleman, Jim Kroll, Maneeka Decker and Margaret Fliss. Also present were Washington Properties representatives Carrie Harbach, TJ Orth and Barb Sinnet. Architectural Review Committee members Carol Riekema and Claudia Simonsen were in attendance. There were nine (9) residents also in attendance.

Prior to the start of business, Linda Johnson asked if there were any members in attendance for a specific agenda item or had a concern they wished to bring up. One member asked if it would be possible to email the agenda to residents rather post on the website or Face Book page. All Directors thought this would be a better way to communicate and the Project Manager will follow this practice moving forward.

Review of the January 21, 2020 minutes. Motion to approve the minutes was made by Debie Truckey and seconded by John Brashaw. Motion carried.

Financial Report

Barb Sinnett and Carrie Harbach went over the new format for financials. The new report is automated and creates a report right off the system. It is the hope that this new format is easier to read and understand. Each PSA will now have a Budget Comparison Report, Balance Sheet, General Ledger Report and Delinquency Report. The report now breaks out expenses for Leisure Center and Administrative separately.

Total income was up due to Special Assessments in PSA 3, 4 & 6.

Administrative expenses were under budget due to few hours worked.

Special Assessment expenses over budget \$20,220 due to 83 trees removed in PSA 4.

Capital Expenses were \$4,395 for PSA2 for trees and Leisure Center expense for security Smart Lock system.

A motion to approve the Financials was made by John Brashaw and seconded by Debie Truckey. Motion carried.

2019 Q4 Financial Summary

John Brashaw reviewed the Q4, 2019 financials. A total of 375 trees were removed during 2019, with \$133k recorded in Special Assessments Expense, \$38k in Capital Expenditures and \$12k in Operating Expense (PSA4). A motion to approve the Q4 summary was made by Debie Truckey and seconded by Joe Fox. Motion carried.

Staffing of the Pool presentation was made by TJ Orth. Providing life guards is becoming more and more expensive. Last years staff from the YMCA had some good responses and some bad responses from members. They did not do a good job with the water quality. Due to the aging pool equipment more diligence is needed to maintain our pool. A quote has been obtained from the YMCA for life guards - \$27,000 and pool supplies and related supplemental services adding an additional \$13,800 bringing the total to \$40,606. TJ Orth proposed elimination of life guards and to staff the pool with a pool attendants who are CPR certified at a total cost of \$25,500, a savings of more than \$15k. Pool attendants would open the pool, check in residents and guests, clean filters, monitor chemicals and water levels, monitor and clean bathrooms and assist residents. Discussion ensued regarding what other HOA pools in the area are doing, if our insurance requires lifeguards, liability, and safety for our residents. A motion was made by John Brashaw to eliminate life guards and hire pool attendants and seconded by Debie Truckey. Motion carried by a vote of 6 - 2 with 2 proxy votes given.

Architectural Review Committee

Carol Riekema presented the approved ARC requests as follows:

10 Cherrywood Ct. - new roof and gutters

13 Greenwood Ct. - new roof and gutters

Discussion on how the board currently handles ARC requests took place. Suggestion was made that we are not in compliance with our Bylaws and this should be looked at and followed. Motion to approve the requests was made by Dan Naughton and seconded by Joe Mauer. Motion carried.

Project Manager Report

Carrie Harbach reported that she works off a monthly key item task list. Copies of completed and pending tasks were given to each Director. A Condo Book will now be made available which will contain specific financials to include paid receipts for each PSA. Dan Naughton requested Carrie to include a full monthly assessment delinquency report, Leisure Center usage and pool statistics when applicable in her report for the future. Motion to approve the Project Manager report was made by John Brashaw and seconded by Debie Truckey. Motion carried.

Old Business

Committee Reports: Debie Truckey informed that the Rules and Regulations committee would be meeting in April. Claudia Simonsen reported that the ByLaw Committee would also be meeting in April to discuss the comments from the Annual Meeting regarding the proposed changes.

New Business

Discussion regarding the usage of the Leisure Center. Our current Rules and Regulations state Section 3 Private Party Rules (a) 'only members can host private parties at the Leisure Center for the entertainment of their personal friends and relatives. The Leisure Center may not be used for any organizational, political, business, club meeting or fundraising events.' A resident mentioned that a club is not a private party and therefore the rule does not apply. In the past the board has approved free use of the Leisure Center to residents who have formed community wide resident club (book club/garden club). While most everyone agreed that the Leisure Center is under used and should be available to residents, there needs to be some policy or rules in place for this to happen. Margaret Fliss (via proxy to John Brashaw) said she is in favor of residents utilizing the Leisure Center if they come before the board with a mission statement and perhaps would pay a nominal fee and possibly a refundable deposit fee. Club meetings should be open to residents only. This discussion will be sent to the Leisure Center committee to come back to the board with their suggestions on usage and rules.

In the ByLaw revisions, unpaid assessment or ARC non-compliance fines proposed an increase from \$10 to \$50 dollars. John Brashaw explained the proposed change is two-fold. The \$10 fee was from 1980 and just as our HOA dues have risen so must the late fee. If the fee raises, we hope there will be less delinquencies. The collection of surplus money currently goes into the Administrative account.

When we request bids for services, they are not sealed, however, they go directly to the Project Manager who does not share the information. Joe Mauer stated that he does not believe this always happens and gave an example to which TJ Orth will follow up on. A reminder that bids must be held close so that fair competition can occur.

Extend pool closing. Residents request that the pool stay open two weeks in September. Our current budget does not plan for this and it is uncertain what extra expenses the pool may bring this summer due to the age of the pool. Linda Johnson stated that at this time no decision would be made and it could be something to look at as we approach the end of the season. Several residents expressed concern and confusion as they have been requesting this for years and were told last fall to attend the Annual Meeting, which they did, but it appears the budget was already completed. Joe Mauer suggested we begin to look into replacing the pool and budget for an assessment over the next couple years. Joe will bring this to the Leisure Center Committee.

Distribution of Newsletter. Carrie Harbach reported that currently the newsletter is distributed via email to all residents with an email on file. There are approximately 30 residents without an email. Newsletters are placed in a box outside the Leisure Center for anyone wanting to pick one up. Carrie has noticed these newsletters are not taken. A motion was made by Linda Johnson to mail newsletters to residents without email and seconded by Debie Truckey. Motion carried.

Pesticide use by Reliable. A reminder that Bob Randleman will talk with Fred Wenzel regarding the contents used in their current weed killer product. Some residents expressed concern and asked if a natural substitute could be used. Residents were reminded that if they did not want their property sprayed, they could call Reliable.

Project Manager, Carrie Harbach has a conflict attending our current last Tuesday of the month meeting. She is proposing to change the meeting date to the third Tuesday. All Directors present were in favor of this change.

Carrie Harbach asked that each PSA Director sign up after the meeting or call to make a date for Spring inspections.

Linda Johnson called for comments from the floor:

Ellen Peters is asking that the Board follow the ByLaws and form the required Leisure Center Committee in March. Ellen Peters would also like to form a Auquasize Club and use the Leisure Center to meet for coffee. She again requests that the Board look at the extension of the pool season and not wait until the end of the season for a decision. She reminded the Board of discussions on opening the pool later in the season to allow for the extension. Ellen Peters believes that the alternative product to Roundup that Reliable uses is not any better and several other residents would like an answer to this.

Sue Pruitt is concerned that PSA 3 reserve account is too low even though the HOA fees went up. John Brashaw explained that each individual PSA runs there own budget - some with reserves, some with special assessment. John suggested Sue contact her individual PSA Director.

Don Gloo asked if our current insurance would change due to not having lifeguards. Dan Naughton commented that it would not change. Don Gloo expressed that sealed bids ensure fair and open competition and it appears we are using this process as long as there is no influencing before or after the bidding process. Don Gloo is in favor of looking at pool replacement and suggests if residents are going to be assessed, this happen in the very near future to keep yearly assessment for replacement at a minimum. Don Gloo also let us know that the new Chief of Police for the Village of Wind Point has started. Rick Von Drasek is willing to meet with residents to discuss any potential risk around their homes and is available to drive by your home if you are on vacation.

Kate Mauer commented on the Leisure Center usage. She believes the usage discussed is too specific. She is not in favor of a deposit for use and feels it would be great to have outside speakers come to club events. Kate Mauer felt we should not limit the use to WMC residents only. Kate Mauer is also concerned and against the use of any carcinogens used in WMC. She would like to see an ingredient list of the current product and would like to know the cost savings of eliminating pesticides throughout WMC. This request will be forwarded to Bob Randleman prior to his meeting with Reliable.

With no further business, and no objections from the Directors, the meeting was adjourned and went into closed session at 9:13 pm.

Respectfully submitted,

Linda Johnson
WMC Board Secretary