

The Woodlands Acorn



The Woodlands
Homeowners'
Association, Inc.
2016 Woodlands
Board of Directors

President: Steve Matthews
woodlandspresident@yahoo.com
Vice President: Andy Nist
woodlandsvicepres@yahoo.com
Treasurer: Dave Fellabaum
woodlandstreasurer@yahoo.com
Secretary: Dawn Deady
woodlandssecretary@yahoo.com
Membership: Randy Bennett
woodlandsmembership@yahoo.com
Clubhouse: Tim McCullough
woodlandsclubhouse@yahoo.com
Grounds: Jeff Kempson
woodlandsgrounds@yahoo.com
Pool: Ross Sexter
woodlandspool@yahoo.com
Tennis: Melinda Nash
woodlandstenniscourts@yahoo.com
Co-Activities: Valerie Gies
woodlandsactivities@yahoo.com
Co-Activities: Michele Kirby
woodlandsactivities@yahoo.com
Clubhouse Managers:
Scott & Ann Sweet
woodlandsclubhousemgr@yahoo.com
Website: woodlandshomeowners.org

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A Message from your President

Steven P. Matthews



"Happy New Year" to the wonderful families of the WHA!
I trust that you've settled back into a comfortable routine
now that the holidays are, hopefully, pleasant memories.

Speaking of routine, it's about that time of the year to start thinking about the WHA Annual Meeting again. This year the meeting will take place on Monday, **March 14 at 7:30 pm**. As usual, we'll convene in the large meeting room of the Clubhouse. If you haven't attended this meeting in a while, I encourage you to join us to hear what's been going on in your neighborhood, see what's planned in 2016 and beyond, say "hello" to neighbors you haven't seen in a while, and meet [if you haven't already] our new Clubhouse Manager's, Scott and Ann Sweet.

One of the most important tasks we'll undertake during the Annual Meeting will be the election of new Officers and Directors. Vice President Andy Nist and his Nominating Committee have done a great job of slating new candidates for the coming year. Please see Andy's report for the specifics regarding outgoing Officers and the new Nominees. As a reminder, nominations will also be requested from the floor during the meeting. If possible, please let me know in advance if you expect to make such a nomination.

Other major topics to be discussed include the \$100,000 "slip line" dam repairs accomplished last summer, the associated bank loan to pay for it, the major tennis court resurfacing effort scheduled this summer, the upcoming Lakeshore Drive bridge repair south of 106th street, and our new lower cost Clubhouse Rental Agreement that went into effect January 1, intended to spur additional usage.

I trust that you've received the 2016-2017 WHA Dues Statement by now. Payments of \$365 [an increase of 4%] can be remitted online, or mailed to, or dropped off at, the Clubhouse by March 1. The vast majority of our members are very conscientious about taking care of this financial obligation. We're very appreciative of these efforts as it lessens collection burdens and costs to your neighbors.

As I'll be retiring as WHA President in March, this will be my last formal "Message". As such I thank you for the opportunity to serve on this Board. I

President's report con't on pg. 8

Vice President Report

Andy Nist

Well it's that time of year again to cycle the WHA Board. That said, we will be slotting the below slated positions (and candidates) according to our neighborhood By-Laws found in Articles VI, VII and VIII:

- **President** (Officer – 1yr term) – Andy Nist
- **Vice President** (Officer – 1yr term) – Tim McCullough
- **Secretary** (Officer – 2yr term) – Dawn Deady
- **Pool Director** (2yr term) – Ross Sextor
- **Tennis Director** (2yr term) – Melinda Nash
- **Co-Activities Director** (2yr term) – *NEED VOLUNTEER*
- **Membership Director** – (off-cycle term/opening) – *NEED VOLUNTEER*

Please plan to join us on March 14th at 7:30 p.m. at the Clubhouse for our Annual Meeting. You will hear what the Board has been up to over the last year and vote on the new slate of candidates. As well we hope to be able to share any updates regarding the planned Woodlands Briar Creek Bridge #238 Rehabilitation project slated to begin in June. Finally, as you can see in the above slate of candidates, we need your help to fulfill both a Co-Activities Director and Membership Director volunteer. So if you are interested and able to serve our wonderful neighborhood in either of these capacities please send an email to woodlandsvicpres@yahoo.com. Job Descriptions and accompanying responsibilities can be found on our website at: <http://www.woodlandshomeowners.org/> (WHA Board – scroll to bottom and select Officer Duties).

Woodlands Homeowners' Association Annual Meeting

Monday, March 14, 2016
at 7:30 p.m.
Woodlands Clubhouse

Activities

Valerie Geis and Michele Kirby

Hope all had a wonderful holiday season and are transitioning into 2016 nicely. We had a delightful 2015 full of fun activities and events for the neighborhood. During the spring and summer we celebrated with the Easter Egg Hunt, the 4th of July Bike Parade, and End of Summer Picnic. We welcomed fall and winter with the Halloween Party, Colts viewing party, and finally closed out the year with Sundaes with Santa. We tried to offer a wide assortment of activities for the kids from face painting, pool games, bingo, and more. This year we are excited to have the same events of years past and hopefully a few new ones along the way. Please check our wonderful website and your email for blasts about what is to come. Our goal is to bring the neighborhood together with fun events for neighbors of all ages. If there is ever anything you would like to see we would love suggestions to offer new events and get even more people involved! We will see you all at the Easter Egg Hunt in March!

Membership

Randy Bennett

It's that time of year again where our annual Woodlands Homeowners' Association (WHA) membership dues are coming due. As you know, WHA membership dues are mandatory for all Class A members. This requirement is set forth in the WHA By-Laws, which can be reviewed on the WHA website (<http://woodlandshomeowners.org>) or obtained through the WHA clubhouse.

It's important that we as homeowners understand the process that surrounds the mandatory nature of

the dues, the invoicing process, due dates, interest charges, and collection/lien activities for those who fail to pay these mandatory dues. Below is the process that we endeavor to follow to provide all of us with ample notice and opportunity to fulfill our membership payment obligations. We look forward to a smooth process this year, and always welcome your thoughts on how to improve the process. Thank you for your prompt payments.

MEMBERSHIP DUES PAYMENT PROCESS

January Members receive dues notices by mail (US post) and email (if your membership email address has been provided and confirmed). The dues notices will include the (i) amounts due, and (ii) payment due date.

February Reminder notices to pay dues will be provided through a variety of methods, including (i) email (if your membership email address has been provided and confirmed), (ii) Acorn newsletter, and (iii) community board posting.

March A second reminder to pay dues will be provided via (i) mail (US post) and (ii) email (if your membership email address has been provided and confirmed). In addition to reminding our members of the amount due and due date, the notice will warn the members of the potential consequences of late or non-payment, which may include (a) an interest charge, 8% of the current balance due, and (b) a lien filing option on the property, which can be approximately a \$300 expense for which the homeowner is responsible. None of these remedies are desirable for any of us. Please pay your membership dues obligations on time and avoid any adverse ramifications.

April Interest charges are added to the amount due and late payment notices are sent to those members who have not paid their membership dues. The notices will be sent by (i) mail (US post) and (ii) email (if your membership email address has been provided and confirmed).

May A final demand is sent certified mail to those members who have not paid their membership dues.

July After numerous attempts and notices for payment, we may file a lien on the homeowner's property. If the homeowner's account is more than one year in arrears, we may take other legal action necessary to collect the overdue amounts.

Spring is around the corner but . . . more snow is still a possibility! Please remember to shovel the sidewalks in front of your homes. Your efforts will help keep our children walking to bus stops safe and dry as well as our neighbors when they are out walking. ❄️❄️❄️

Grounds Report

Jeff Kempson

Dam Spillway and Drain Repair

As reported in the Fall Acorn, the repair to the dam (slip-lining the old corrugated metal pipe with a fiberglass reinforced polymer mortar pipe) was successfully completed in the fall. The completion report has been submitted to the Indiana Department of Natural Resources (IDNR). We have not received a response from the IDNR as yet. However, since our structure is defined as a "high hazard dam," we can anticipate that the IDNR will require additional inspections and additional improvements. The IDNR will require these steps to ensure that the structure meets all Indiana Code and IDNR standards. Like it or not, the Woodlands Homeowners Association owns the dam, and is therefore responsible for properly maintaining it. As the owners, the organization can expect to have to implement all necessary improvements and to shoulder the costs for these improvements. We are already aware that we will have to contract an appropriate engineering firm to perform the periodic inspections desired by the IDNR. In conclusion, WHA must budget the necessary funds to meet these costs.

Boat Registration

I thank all those individuals who responded to my request to take the necessary steps to register their boats, canoes, paddle boats, etc. I have a listing of close to a dozen vessels that can now be appropriately registered. I also received several creative ideas regarding how the boat landing area can be improved. At

this point, we need to see what, if any, steps the IDNR stipulates for the improvement of the spillway before we move ahead with the boat landing reorganization. When the weather becomes warmer, we will be able to move forward with boat identification (I was thinking we would use stencils and paint; "WHA###"). After that has been accomplished, we can take the step of auctioning off or removing the unclaimed vessels. There will be a notification of when this will occur.

Lake Environment

Even if the sole motivation is to improve the habitat for the fish, or to otherwise improve the lake habitat, please refrain from sinking anything in the lake without notifying the board and gaining the board's approval beforehand. Even if an action of this sort would clearly appear to be a benefit to the lake environment, it may not result in a benefit if numerous residents mirrored the action. The board needs to be aware of any planned actions of this sort. Thank you for being considerate of our mutual responsibility in this area. Email: kempsonjeff@gmail.com or woodlandsgrounds@yahoo.com. Phone: 317-748-0295.

Blue Woods Creek is the name of the creek that makes Lake Woodland. It winds through the neighborhood, crosses Haverstick Road just north of 106th Street and flows into the White River. (Reported in the Woodlands Acorn August 1981.)

Woodlands Homeowners' Association Website

Great info about our neighborhood is at your finger tips. Visit woodlandshomeowners.org to find answers to your questions. If the answer isn't there, just click on one of the board members' email addresses on the site for help. The website includes the information listed below and more!

- ✕ Pool Hours and Guest Fees
- ✕ Clubhouse Rental Policies and Rental Agreement
- ✕ Lake Access and Boat Registration

- ✕ Legal Documents such as By-Laws, Covenants and Restrictions, Plat Restrictions, and Maps
- ✕ Contact Information for Board Members
- ✕ Archive of the Acorn and Meeting Minutes

Clubhouse News

Tim McCullough

We were busy last year around the Clubhouse. With the resignation of the Reimers and bringing in our new clubhouse managers Scott and Anne Sweet, it has been a learning curve on both of our parts. They have picked up the responsibilities under their purview and have worked hard at getting acclimated to the jobs that need to be done. If you have not met the Sweets please take the time to get to know them.

We have been busy doing some minor construction projects:

- ❖ Replacement of the refrigerator in the apartment.
- ❖ New lights on the WHA sign
- ❖ New paint in different areas
- ❖ Carpet cleaning (game room and the great room)

This year's targets are:

- ❖ Fix the foundation wall where there has been water leakage (this is where the pool deck meets the foundation)
- ❖ Fix the support post in the basement
- ❖ Look at the sump pump drainage lines
- ❖ Fix the electrical meter boxes where they have begun to pull away from the exterior wall. This is due to ground levels shifting/settling.
- ❖ Possibility of repainting the parking stripes.

The last thing I wanted to mention was the reduction of rental fees for your parties. If you are thinking of throwing a party please give a call to the Sweets and find out the new rates and whether your date is available. The updated rental agreement is available at woodlandshomeowners.org.

Come participate in the WHA events sponsored at the clubhouse and take advantage of the new lower rental rates. Enjoy the rest of 2016 and keep moving in positive direction.

Tennis

Melinda Nash

Look out for our tennis lesson registration form in the Acorn this spring. It will be very exciting to have our awesome instructors back! Many changes to the courts are coming our way. Currently we are working on firming up the details on resurfacing the courts this spring. Excited to open up the courts again!

The Primary Election will be held in Indiana on May 3, 2016. To find your polling place or information about absentee or early voting you can visit the Hamilton County Government website at www.hamiltoncounty.in.us.gov/222/Current-Election-Information.

Treasurer Update

Dave Fellabaum

As the current fiscal year comes to a close, I wanted to briefly touch on the benefits of double entry accounting and the exciting differences between accrual and cash basis accounting.

Okay, I'm not that cruel, but I have included our budget for the 2016/17 fiscal year. To save space, I summarized a lot of the line item details. If you wish to see it - perhaps you need something to help you sleep – let me know by email and I will share it – month to month, in full detail.

We did have a fairly significant increase in our dues assessment this year, \$365.00 – up \$15 from last year. This was in large part due to IDNR required improvements to our primary spillway. I'll spare the details (published previously and for our annual meeting), but with engineering, construction, and post construction inspections, the overall cost will likely exceed \$100,000. To finance this, the board elected to secure a five year loan. The rate is prime with a 4% floor. Prime is currently at 3.5%, so we are at 4%. I don't anticipate the rate moving beyond 4% before we are able to pay off the loan. Although the goal is to

make additional principal payments on a quarterly basis based on performance against budget, we also want to maintain a minimum reserve of \$100,000. We also have many projects planned – some are mission critical – pool heater, structural repairs to the clubhouse, improvements to the emergency spillway (thanks IDNR) and some are not, but would still be nice to have done – tennis court resurfacing, improved lake access, Death Star, etc.

We are, again, in full dues collecting mode for next year. As such, I emailed dues statements to all homeowners for which I have valid email addresses on file. Printed statements were mailed the week of February 1st. The only difference between the emailed statements and the printed statements that were sent US post is that the emailed version allows you to submit your payment via ACH (Automated Clearing House). This method was piloted last year with great success. It's very simple, uses the same information that is printed on your check, and is quite secure.

If you didn't get a statement via email but would like to, please send me an email

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Budget March 2016 – February 2017

Ordinary Income/Expense

Income

Clubhouse Rentals	4,805.00
Fee	
Income	
Membership Fees	173,000.25
Pool Fee	800.00
Swim Team Fee	3,800.00
Total Fee Income	178,899.25
Interest Income	232.92
Swim Team income	4,500.00
Swimming Lessons	2,600.00
Tennis Lessons	2,195.00
Vending Income	875.00
Total Income	194,107.17

Expense		
Clubhouse	Electricity	7,512.65
	Gas	6,033.30
	Maintenance	13,575.41
	Telephone (triple Play)	1,176.00
	Trash Removal	624.00
	Water & Sewage	4,644.75
	Total Clubhouse	34,623.49
General Expenses	Association Events Expenses	2,882.13
	Merchant deposit fees	51.00
	Insurance	11,520.00
	Office	250.00
	Postage and Delivery	951.11
	Printing and Reproduction	2,300.00
	Professional Fees	
	Accounting	2,900.00
	Legal Fees	2,000.00
	Payroll Service	737.50
	Total Professional Fees	5,637.50
	Real Estate Taxes	24.30
	Total General Expenses	23,616.04
Grounds	Lake & Dam Maintenance	10,200.00
	Mowing & lawn maintenance	12,050.00
	Snow Removal	1,715.00
	Tennis Courts Maintenance	
	Tennis Courts Resurfacing	24,000.00
	Tennis Supplies	200.00
	Total Tennis Courts Maintenance	24,200.00
	Total Grounds	48,165.00
	Licenses, Fees & Permits	267.25
Interest Expense		
	Interest Expense - Spillway Loan	3,401.34
	Total Interest Expense	3,401.34
	Payroll & Payroll Tax Expenses	40,232.49
Swimming Pool	Chemicals/Testing	12,679.03
	Maintenance	14,500.00
	Swim Team Expenses	7,579.00
	Vending (Candy & Soft Drinks)	660.00
	Total Swimming Pool	35,418.03
	Total Expense	185,723.64
Net Ordinary Income		8,383.53
Other Income/Expense		
Other Expense		
	Board Fee Waiver	4,015.00
Net Income		4,368.53

Pool News

Ross Sexter

Sometimes I just don't know where the time goes. It feels like just yesterday we were covering the pool for the end of the season. Thanks to everyone that came out and helped with this task. I hope we can get more neighbors involved this year with both uncovering and covering up the pool. We really rely on our community to help with these tasks.

It's also that time of year when we start our hiring process for the guards and swim instructors. Included in this issue of the Acorn is the job application for our guards. The requirements are you must be 16 years of age when the pool opens. You must possess a current lifeguard certificate and current First aid and CPR credentials. If you are applying for this position, please email me with your application and the supporting documentation. All guards will be required to accept direct deposit also. So I recommend if you don't have a bank account and would like to be a guard to have that set up in advance of May 1st.

We had several projects that were completed this year including fixing a leaking/broken pipe under our deck that had us alter our procedures slightly this year. That is now fixed and we should be good to go this year.

We hosted the area swim championships successfully this past year. It was taxing on everyone involved but we were able to pull it off very successfully.

The major project we have to probably take care of this year is replacing our pool heater. It is on its last leg. I'm sure everyone would agree that having a heated pool makes it much better for our users.

Please also keep in mind we lowered our guest fees last year in response to our members' feedback. We would greatly appreciate everyone abiding by the rules when bringing extended family members or guests since these fees are very reasonable and fair.

We would like to bring back Sunday afternoon water volleyball. Please let our head guard, Maddie, or me know if you are interested. I am thinking 4 PM for 30-45 minutes would be a great time.

As always if you have any feedback please let me know as we are always striving to improve our neighborhood pool.

Thanks for the opportunity to serve our neighborhood.

President's Report *(con't from page 1)*

feel blessed to have worked and laughed with the bright, energetic, and caring folks who comprise the Board, as well as the fantastic homeowners who make up the Woodlands. I look forward to seeing you at the Annual Meeting.

Treasurer's Update *(con't from page 6)*

woodlandstreasurer@yahoo.com and I will load your address into your property record.

We still need basic contact information for a number of you. With your printed dues statement, you will also receive a membership contact information worksheet. Please complete it so that we can update your property record in our accounting software. This information

won't automatically be published in the directory. The worksheet will give you the ability to choose what you want to have published.

Lastly, please feel free to email me with any questions regarding our financials and I will do my best to address them. I would also encourage you to come to our annual meeting on March 14th to tell me what a fantastic job I'm doing!

THE WOODLANDS

Employment Application

APPLICANT INFORMATION

Last Name		First		M.I.	Date	
Street Address				Apartment/Unit #		
City		State		ZIP		
Phone			E-mail Address			
Date Available		Social Security No.		Desired Salary		
Position Applied for						
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?			
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain.			

EDUCATION

High School			Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	
College			Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	
Other			Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	

REFERENCES

Please list three professional references.

Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

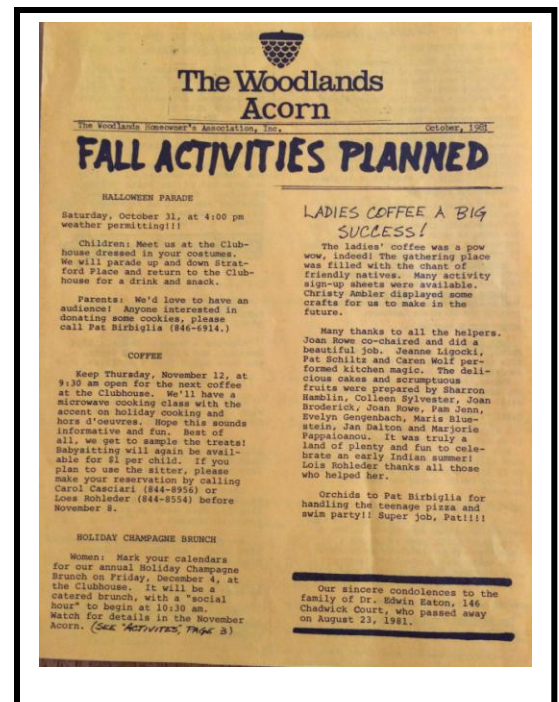
PREVIOUS EMPLOYMENT				
Company			Phone	
Address			Supervisor	
Job Title	Starting Salary	\$	Ending Salary	\$
Responsibilities				
From	To	Reason for Leaving		
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>				
Company			Phone	
Address			Supervisor	
Job Title	Starting Salary	\$	Ending Salary	\$
Responsibilities				
From	To	Reason for Leaving		
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>				
Company			Phone	
Address			Supervisor	
Job Title	Starting Salary	\$	Ending Salary	\$
Responsibilities				
From	To	Reason for Leaving		
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>				
Military Service				
Branch			From	To
Rank at Discharge			Type of Discharge	
If other than honorable, explain				
Disclaimer and Signature				
I certify that my answers are true and complete to the best of my knowledge.				
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.				
Signature			Date	



Sundaes with Santa at the clubhouse on December 6, 2015.

Do You Remember the Woodlands of the '80s?

In 1980-81 dues were \$100.00, the swim team had 10 swimmers and two coaches, Dave Dugan of Kiss 99 was the New Year's Eve Party D.J., regular activities included 6 types of bridge, 2 bowling leagues, 2 gourmet clubs, monthly canasta and ping pong, and weekly aerobic and belly dancing, Briar Creek area had cable TV installed, and the WHA was nearly indicted by the Hamilton County Grand Jury for hosting a Monte Carlo Night fundraiser!





The Woodlands Homeowners' Association, Inc.

Woodlands Homeowners' Association

10700 Lakeshore Drive East

Carmel, IN 46033-3836

Mailing Label Here

Upcoming Woodlands Events

March 14	WHA Annual Meeting at 7:30 p.m.
March 20	Easter Egg Hunt 2:00 – 4:00 p.m.
April 11	Board Meeting at 7:30 p.m.
May 9	Board Meeting at 7:30 p.m.
June 2-4	Spring Garage Sale
June 13	Board Meeting 7:30 p.m.

A new WHA Neighborhood Directory will be published this year! Please complete and return the Membership Information Sheet you received with your dues statement so the most up-to-date contact information can be included in the new directory.