

WHA Meeting Minutes

August 12, 2019

Board Member Attendance:

President	Ross Sexter	P	Activities	Audrey Harper/Heather Hewitt	P
Vice President	Judith Rouhselang	P	Grounds	Jim Copsey	P
Treasurer	Ross Sexter	P	Membership	Linda Withrow	P
Secretary	Dawn Deady	P	Pool	Andy Nist	A
Clubhouse	Mike Pipke	P	Tennis	Melinda Nash	P

Attendance: Scott Sweet, Ann Sweet, Kathryn Kempson, Missy Jansen, Paul Jansen, Becky Roller, Gary Schiffli, Beth Schiffli, Don Brindle, Joyce Brindle

PRESIDENT Ross Sexter opened the meeting at 7:30 p.m. and welcomed the guests in attendance. Jim Copsey gave prior notice he would be late. The guests said Jim Copsey had been helpful as they tried to get rid of the algae in the lake. It is believed lack of payment to Ponds Rx led to missed treatments allowing algae to bloom. Also, homeowners would like to know when treatments take place to avoid swimming in the lake. Jim will learn when treatments are scheduled and activities directors will send out notification emails. A homeowner commented that Ponds Rx has generally done a good job. The latest algae outbreak was a new strain. Jim will review contract for treatments and also talk with company used by Woodlands Springs. A homeowner asked if boats could be left upside down so as to not collect water. Ross said he would like to remove old, unregistered boats. The boats closest to clubhouse are salvage. Judy talking to Jim about trying to move boat registration to the website and make it self-registration. Would need to clear out old boats first and then try to get a registration system in place. Once dam inspection received Judy will talk with Jim about removing known salvage boats as well as sending an email regarding removal of remaining boats.

Ross reported that the treasurer, Alisha Hiatt, and membership director, Tim McCullough, resigned. The written resignations provided to the board are attached to these meeting minutes. Judy made a motion to have Ross fill the vacated treasurer position while serving as president and complete the second year of the treasurer term after his president term ends in March 2020. Mike seconded. All in favor. Judy made a motion that Linda Withrow fill remainder of vacated membership director term. Audrey seconded. All in Favor.

Ross indicated the attorney has been helpful with recent issues. Melinda Nash's husband is a CPA and offered assistance with treasurer if needed. Payroll issues will be solved. Ross asked Dawn to cancel card and have a new one issued. Asked that board members use their own money and get reimbursed. Large expenses from contractors should be invoiced. Employees need to have all paperwork to work for Woodlands. Judy said an extension was filed for taxes.

TENNIS Lessons went well and adult lessons still ongoing. Adults indicating they would take lessons next year. Asked for estimate to remove two more pine trees. Calling other companies to give estimates to replace courts.

VICE PRESIDENT Judy Rouhselang said there are 12 new homeowners. Melinda suggested contacting Carmel Newcomers Group. Judy will send addresses of new homeowners to Melinda who will forward them to CNG. There is \$11,000 total unpaid dues. Eight people account for \$3000 of that amount. Spoke with attorney and asked if final demand letters should be sent for all unpaid dues that are owed, he said yes. Recommend filing liens on two (Vescovi and Raphael) if they don't pay. Alfayyed is still paying \$200 a month. Will talk with attorney to find out if lien should be filed. Insurance audit complete. Judy will ask if attorney could come to a board "retreat" to discuss legal matters. Directors can send topics to Judy. Linda suggested discussing Alfayyed's house and Jordan's old house. Judy provided a copy of a

delinquency policy resolution (attached) prepared by attorney. This policy formalizes dues payment process of the WHA and modifies assessment fee for dues not paid by March 1. Instead of accumulating 8% interest on late payments, a one time late fee of \$75 per year for dues paid after March 1 will be charged. Judy made a motion to adopt the delinquency policy. Linda seconded. All in favor. As directed by the attorney, the next step is to send out the adopted policy to the homeowners. The first publication of the adopted policy will be in the October 2019 Acorn. The delinquency policy will take effect January 1, 2020 for 2020 dues and for all subsequent assessments.

CLUBHOUSE Mike Pipke reported that garage door can stay open 12 inches all day to vent. Made a grate that can be removed for winter. Bought extra signs to keep basement doors closed. Three incidents in basement this year due to rains and one due to pipe burst. Contacted an electrician to install ground faults and will work with Andy to have this done. Met with insurance company who suggested caution tape on steps in clubhouse. Mike noted groundcover growing in AC, vents covered in dirt. Will work with Scott to determine if our maintenance agreement should include vents or just changing filters. Mike will change filters to save money if that is all the agreement covers. Mike working with Jim regarding Ponds Rx truck and trailer using easement that is over grown.

GROUNDS Jim Copsey reported that dam inspection occurred last week for \$3900 by Christopher B. Burke Engineering Report not available yet. Pond had algae issues. Likely due to payment not being received. Suppose to treat twice a month. Jim has asked for advanced notice of treatment but isn't getting a notice. Did receive a report after treatment last time. The contract is for \$739/month for 6 months. Will talk with Aquatic Control who does Woodlands Springs \$774/month and ask for 24 hour notice of treatment. Will call Mr. B's to weed spillway. Tree company, Black Cherry, will get back to him in a couple weeks. Boats will likely need to be removed from dam. Judy suggested sending out email through mailchimp to try to find out which boats have owners once dam inspection report comes out. Need report first to understand recommendations about boats kept on the dam to be able to communicate recommendations to boat owners.

ACTIVITIES Audrey Harper and Heather Hewitt said that the triathlon/end of pool closing event is on September 2. Will set up on September 1. Chili cookout off Saturday, October 5 from 5 to 8. Still trying to recruit volunteers for Labor Day event from 3:30 to 7:00. Gift cards will be offered to volunteers. Signs will be posted for requests for volunteers and timing of events. Ross suggested that a few additional emails could go out to pump up event. Will also invite firefighters. Parking lot will be closed during triathlon.

POOL Ross reported for Andy. All pumps and mechanicals working well. Will work on new contractor for pool chemicals. Luke Donovan selected as next head guard. Pool will close on 9/2.

CLUBHOUSE MANAGER Scott Sweet reported they had a guard party. \$1500 in soda and guest fees through July. Guards doing a good job keeping track of funds. 6 events in July and 7 in July. Reservation calendar is online.

MEMBERSHIP Linda reported that in last three years, 85 new people in neighborhood. Will make a new directory by chili cookoff. Last time it cost \$1200 with \$600 advertising paying half of that. Suggestion to increase cost of advertising on covers by \$50. Full size on inside will be \$100. Also should reach out to vendors to see if they want to advertise in the directory. Said that on the website the Facebook feed is blank. Jim said he suggested anybody who wants to make announcements on website should get a twitter account. Jim can connect that to website. Jim will work on the connection.

Adjourn
9:37 pm

WOODLANDS HOMEOWNERS ASSOCIATION, INC.

DELINQUENCY POLICY RESOLUTION

WHEREAS, Woodlands Homeowners Association, Inc. ("Association") is responsible for the maintenance, improvement, repair, and operation of the residential community in Hamilton County, Indiana commonly known as Woodlands, including, but not limited to, the maintenance, repair, and upkeep of the common areas and recreational facilities, payment of insurance thereon, and the cost of labor, equipment, and material furnished with respect to the common areas; and

WHEREAS, as set forth in the "Declaration of Covenants and Restrictions" recorded in the Hamilton County, Indiana Recorder's Office on December 3, 1979 at Misc. Book 261, Page 87, by purchasing a home within the community, each owner covenanted and agreed to pay assessments to the Association for their pro rata share of the Association's common expenses; and

WHEREAS, there is a need to clarify and ratify orderly procedures for the collection of assessments which remain unpaid past their due date, since delinquent assessments pose a serious financial and administrative burden on the Association.

NOW, THEREFORE, BE IT RESOLVED that the duly elected Directors of the Association have adopted the following procedures, rules and regulations for the collection of assessments:

1. Assessments are due and payable in advance for each fiscal year annually, with the due date being the 1st day of March.
2. To be deemed timely, payments must be received (not just postmarked) by the due date at Woodlands Homeowners Association, Inc., 10700 Lakeshore Drive East, Carmel, Indiana 46033.
3. The Association will send two late notices to the owner before the account is sent to an attorney's office for collection. Notices will be sent approximately 30 and 60 days after the respective due date.
4. Any payment or installment not received within 30 days after the original due date shall result in a late charge of \$75 being added to the delinquent owner's account for which the owner is responsible, which shall be deemed a part of the indebtedness to the Association.
5. If an owner is still delinquent after the second late notice is sent, the matter may be turned over to the Association's attorney with instructions to pursue the collection thereof in the manner recommended by the Association's attorney. Thereafter, all communications by the delinquent owner must be directed to the attorney. Actions taken by the attorney may include recording a lien against the owner's property, filing a small claims lawsuit against the owner, or foreclosing on the Association's lien.
6. Any payments received at any time for less than the full amount then due shall not be accepted as full payment.
7. Payments received will be applied in the following order: (1) attorney's fees, court costs and expenses incurred by the Association, (2) late charges, (3) charges incurred by the Association for "bounced" or "stopped payment" checks, then (4) outstanding assessments.

From: Woodlands Treasurer woodlandstreasurer@yahoo.com

Subject:

Date: July 5, 2019 at 3:33 PM

To: Andrew Nist andrewnist@gmail.com, Woodlands President woodlandspresident@yahoo.com, Woodlands Vice President woodlandsvicpres@yahoo.com

Please let all the guards know that I have resigned from Woodlands treasury effective immediately and also they will not receive their paycheck until the 12th that is not a issue on my end that would be an issue on the paycor which they can't resolve. I spoke to Rhys and she said they all could see this issue on Paycor site and saw this when they received notices

Thanks

Alisha Hiatt

Woodlands Treasurer

SMS with 3177978139

Today, 10:52 AM

I want to let you know that for the best interest of the Woodlands and myself I am turning in resignation from the position of Membership Director effective immediately.

Tim