

WHA Meeting Minutes

August 10, 2020

Board Member Attendance:

President	Judith Rouhselang	P	Activities	Alisha Pankiw/Audrey Strong	P/P
Vice President	Paul Jansen	P	Grounds	Mike Pipke	P
Treasurer	Ross Sexter	P	Membership	Linda Withrow	P
Secretary	Beth Schiffli	P	Pool	Andy Nist	P
Clubhouse	Dawn Deady	P	Tennis	Christie & Ritchie Mora	P

Quorum is obtained when at least 6 Directors are present. Eleven members are present and quorum is obtained. Class A members 420. Class C eligible: 327. Currently have 30.

Member Attendance: Larry Rich

President Judy Rouhselang called the virtual meeting via Zoom in order at 7:30 p.m. She welcomed board members and guest.

Activities Alisha Pankiw shared that there will be a Neighborhood Blood Drive on Thursday, August 27 from 11:00 a.m. to 5:00 p.m. It will be held outside the Clubhouse in the Bloodmobile. Masks are required and it is by appointment only. The advertisement for the event is "Pint for a Pint", because donors will receive a certificate for free ice cream at two localities: Brics in Broad Ripple or Handel's ice cream stores.

Audrey Strong and Linda Withrow will help Alisha prepare a mail chimp to the neighborhood to advertise this event.

Pool Andy Nist shared that the pool heater will be fixed on Tuesday of this week. Tim McCullough's year to date expenses are \$1,490. There was an accident on Sunday when acid splashed into one of the guard's eyes. Scott Sweet took him to the emergency room; the guard is alright and a topical antibiotic was prescribed. Judy will give Andy information of our local insurance agent, in order to complete the worker's compensation form. For new website pool pictures and in anticipation of the October Acorn Newsletter, Judy asked Andy to contact professional photographer and neighbor Sara Best at 979-224-0941.

Grounds Mike Pipke shared that the dam work is finished.

Tennis Christie Mora said that a lock has been installed for the tennis gate, and once a metal plate is added, it will be ready for operation. Tennis participants must e-mail her to receive the 4-digit code for entrance. Approximately 30 children received tennis instruction through teacher Ellen this summer. Ratings for Ellen were exemplary. Christie asked if Fall Lessons with Ellen could continue. It was agreed to offer this to the summer participants and keep it through the Association. Ellen would continue on the WHOA payroll and collect the checks through the Association box at the clubhouse. Christie will ask Ellen and report back. Finally, Christie is seeking estimates for court repair and also an immediate need of net repair/replacement.

Membership Linda Withrow said that two houses had sold. She is training Lisa McCoy to be Membership Director following her, beginning in March of next year. A Board decision will be made in the Fall whether to ask for a dues increase, which would be communicated in January, 2021 for the 2021 dues.

Secretary Beth Schiffli reminded board members that the Fall Acorn Newsletter will be published soon. Articles must be given to her by Friday, September 18. Please send to schiff54@yahoo.com or woodlandssecretary@yahoo.com.

Vice-President Paul Jansen has set up an account at Google Drive as a permanent storage for the Woodlands Homeowners Association. The address is: woodlandshoadocs@gmail.com Paul agreed to upload Association Minutes and Acorn Newsletters. Linda Withrow will also send information to him. Documents can also be sent to Judy for Google Drive document storage.

President Judy Rouhselang said that on October 7 is a Virtual Seminar with Eads, Murray and Pugh, our legal counsel. She encourages participation, and with others extended praise from past experience. More information will be coming to each Board member via email. Update on the member on Partridge Place who requested a home construction project (extra garage): Judy requested the construction plans for board review and has not received them. There has been no construction to date. She also reminded the Board that we have two free hours of legal consultation under Greg Chandler as part of our retainer services. This “Board Retreat” can be done in the Fall or next year before June 1, 2021. Advice from legal through this process has resulted in savings to the WHOA last year, and has been a tremendous safeguard. Decision was made to have this “Board Retreat” next year. Judy gave an update on a Declaration and Covenants rewrite. The cost is hourly and can be limited to \$2,000. This is a multi-year project, and a communication plan would be developed and sent to the membership. The Executive Committee will discuss the commitment that is required next week, and report back.

The DNR sent a letter on July 31, 2020 following the 2019 dam inspection. The DNR updated their records based on the DNR review of the dam footprint and their records were updated to include the multiple residential owners of the dam – a total of seven members. These residential owners are all responsible for the dam on their respective properties. The WHOA has worked hard and succeeded in doing the required improvements, but the report indicates that the homeowners must do the same on their properties. Some of the families are willing to be cooperative and do what needs to be done. Judy and Linda are requesting help from the Executive Director of the Hamilton County Emergency Management, for assistance in making an Emergency Plan and also communicating to all owners of the dam.

Treasurer Ross Sexter gave the following Account Balances:

Checking: \$9,683.88

Savings: \$145,466.35

Loan: \$1,864.17 (Final payment)

The budget spreadsheets were sent to the Board as pre-reads prior to this Board meeting. Ross said the Payroll is up to date. He has not made the few adjustments in Quick Book yet. He has not received a bill from Ponds RX. There is a \$180 write off for back dues because of a member bankruptcy. Payment of WHOA Dues by credit card will be set up for 2021. Merchant Services has a 3.5% fee for this. The cost for processing a check

has risen from \$1 to \$3. Members who pay by check will not be charged this fee. Ross will put this information in the Fall Acorn, plus in an upcoming mail chimp. Regarding taxes, we have an extension and Ross will run the reports requested by the accountant and send this information around October. Next, directors were asked for a list of needs/wants in order to begin budgeting for the 2021 fiscal year. Audrey asked for an additional \$500 for Activities and said her itemized list is the same as she turned in last year and she will resend this. Andy's request for the pool is \$3,000 for baby pool operating expense upkeep, \$5,000 for additional chaise lounges, and \$6,000 for new Entrance Gate upgrade. In addition, he will use any remaining budget money at the end of this year to purchase chaise lounges. Judy requested that the guards be used as a test group for the new gate this year so that the system is tested. Andy will send his financial quotes to both Judy and Ross. Christie Mora spoke next for Tennis. She said that power washing is about 50% of her budget. Judy said this should be a standard line item every year in tennis budget. In addition, crack repair should be a standard line item in the tennis budget, and it costs about \$4500. Also, tennis supplies at about \$150 per year. Finally, maintenance of the nets and post is about \$450. A wanted item is new chairs and benches; Christie will send quotes for this to Judy.

Dawn Deady spoke next for the Clubhouse. She has a quote from a contractor in the neighborhood for a remodel of the Men's Restroom. The quote is about \$14,000 and she will send it to Judy and Ross. Dawn said it would be nice to have a carpet cleaning device in the clubhouse. Mike Pipke volunteered to that his new Bissel cleaner is available anytime for use. Linda Withrow spoke next for Membership. It costs \$400 every year to print and mail Dues Statement. The Class C invitations cost \$350. She also requests \$150 to welcome new neighbors, plus annual plaque for the chili cookout. Unfortunately, Covid-19 won this year. Total for Membership is est. \$1,100. Mike Pipke and Grounds: Mr. B's and Ponds RX estimates are unchanged. Budgeting for the dam upkeep work should be \$5,000 per year. Trees: \$4,000, and 2021 Dam Inspection Report: \$3,000. All quotes should be sent to Judy and Ross; they will put data together and follow-up with every Board meeting monthly until December.

Clubhouse Dawn Deady raised discussion about 1) possible closing of Clubhouse rentals from October 1 through the month of December and 2) recent rental matter. Pre-reads have been sent about these matters. In addition, state and local requirements are in a state of flux, due to rising cases in Indiana, so she is needing to change rules and documentation (addendum, waivers) frequently. The concern is that it is difficult to communicate expectations to members who want to make plans for a rental event and rent the clubhouse. If we don't close the Clubhouse, one possible solution is to limit the number of rentals and renters can be asked to present their "management" plan in writing before the event. No recommendation was made and no vote was taken. To move this forward, Linda Withrow stated that the Executive Committee should meet on the matters and decide, and there was no objection. The Executive Committee will meet, discuss, decide both matters next week and decide next steps.

Scott and Ann Sweet reported that there were seven rentals in July, and none planned for August or September. Two rentals are confirmed for November and three in December. They appreciate good communication from Dawn and Judy and feel supported in their role as clubhouse managers. An example of their duties are: this weekend, Scott transported the guard with the chemical in his eye to the Emergency Room, and Ann provided transportation home for a guard. Scott complimented Mike Pipke for all his work to keep the clubhouse grounds in excellent shape. Mike does much of this work himself.

Clubhouse Manager Report:

Dave F repaired safety lights to steps.

What needs to be addressed:

Adding Parking recommendations to Rental Communications.

Developing a Picnic Table process (only if using Clubhouse facilities.)

Working with Directors to determine POA re: water issues.

Working on Clubhouse Manager Agreement.

Working to purchase/rent carpet cleaner.

Minor yet need to be addressed: Light in Billiards Room, electrical outlet in Great Room.

Possible return of checks with communication to renters re: Oct-Dec (if cancelling).

Judy made a motion to adjourn the meeting. Mike Pipke seconded. Meeting adjourned at 9:42 p.m.