

WHA Meeting Minutes

December 13, 2021

Board Member Attendance:

President	Paul Jansen	P	Activities	Alisha Pankiw/Marie Williams	P/A
Vice President	Scott Adams	P	Grounds	Judy Rouhselang	P
Treasurer	Brian Peterson	P	Membership	Lisa McCoy	P
Secretary	Beth Schiffli	P	Pool	Andy Nist	P
Clubhouse	Ross Sexter	P	Tennis	Christie & Ritchie Mora	P

Quorum is obtained when at least 6 Directors are present. Ten members are present and quorum is obtained.

Class A members: 420. Class C eligible: 327. Currently have 26 Class C members who paid 2021 dues.

Guest Attendance: Brittany Jansen, Rosie Springer, Lana Compo, Laura Behrle, Diane Behrle

President Paul Jansen called the meeting to order at 7:30 p.m. and welcomed all Board members and guests. Two Woodlands members, Rosie Springer (WHOA Member) and Lana Compo, spoke about the Spring Green Garden Club. They asked the Board for ideas about how they could promote the club which is suffering from dwindling membership. The Board does not advertise private businesses, only clubs involved with the Activities program, such as the Book Club.

A few lines will be placed in the Winter Acorn. Rosie Springer is the contact person for the Spring Green Garden Club. (317-846-1902).

Next, Swim Team Leaders Diane and Laura Behrle spoke about their plans to increase swim team dues to bring the program back to where it is self-sustaining and self-funded (intention has always been that all income covers all expenses). The WHA has been significantly subsidizing the 4-week Swim Program at a cost of more than \$11,000 annually plus taxes (paid at 15% on wages for swim coaches). The goal for the swim team leaders is to get the program to where it is self-funded at 50% for the upcoming 2022 swim team season, 75% self-funded in 2023, and 100% self-funded in 2024 and for the following years. The first strategy presented by Laura Behrle is to raise dues, from the current \$40 bargain, to \$95 per swim team member for 60 members (same as last year). Based on benchmarking research with other associations, this increased fee is still lower than the fee of most neighboring pools. Andy Nist said another objective requested of Laura and Diane Behrle is to grow the team by recruiting more swim team members. Sponsorship of a family living outside our neighborhood was endorsed. In this scenario, a swim team family could vouch for an interested child of family living outside the neighborhood. Such a participant could enjoy being a part of the team, but they would **NOT** be entitled to regular WHA pool privileges and this would need to be communicated to an outside family. Judy made a motion and Paul seconded to allow sponsorship of children outside the neighborhood. The motions states: "After the initial sign-up of WHOA swim team members to the swim team, swim team membership may be opened up to a member's relatives (for example, cousins) and to WHOA homeowners who want to sponsor a family outside our association." This is for the 2022 swim team season, and vote was unanimous in favor of the motion. Another expectation that was given to the swim team leaders is that ALL participants must pay up swim team dues up front at sign up and not after the swim meets have started or at the end of the swim meet season. Laura and Diane Behrle will have to make sure that swim

team dues are collected and deposited on a real time basis. This is just like tennis lessons and swimming lessons where tennis lessons and swim lessons are paid for up front before lessons begin. The Board is looking for Diane and Laura Behrle to step up efforts and promote the swim team to increase the number of members. To help Laura and Diane, the Board members had several suggestions: Swim Leaders Diane and Laura were asked to provide an advertisement and give to Lisa McCoy, which could be added to the Welcome packet given to new families. Also, mailchimp and the Clubhouse outdoor sign can be used for advertisement. Andy Nist will promote the Swim team by placing an article in the Winter Acorn. Brittany said she could place flyers on the Clubhouse entry table. Diane Behrle asked what would happen if they could not reach the 50% goal for the upcoming 2022 swim team season. Judy Rouhselang offered two additional options: 1. Pay/write a check to the WHOA from the existing PNC swim team account to make up the difference so that the 50% goal is met; or 2) Reduce the number of paid swim coaches by 2 (or more) and get unpaid volunteers to replace coaches and this would reduce the overall amount that is subsidized because they are saving on this expense. It was also decided that swim coaches will be paid a lump sum, instead of an hourly rate. Lisa McCoy suggested the option of an evening practice for working parents. This might be difficult because we may be struggling to get enough lifeguards as it is for regular hours. Alisha Pankiw asked if a family cap could be considered. Paul will follow up with Lisa concerning possible advertisement to Class C households, and the Welcome Packet addition. Brian Peterson said that the efforts toward increased communication with the Board, plus having a plan are very positive steps. Diane and Laura will return to the February Board meeting with their updates and to report on their plans.

Secretary Beth Schiffler praised Alisha and Marie for a wonderful Santa Party for neighborhood children. The clubhouse event was lots of fun and very well attended. She reminded all Board members that articles for the Winter Acorn are due this week, with a final deadline of Friday, December 17.

Treasurer Brian Peterson gave current Bank Balances:

Chase: \$1,215.33

NBI Checking: \$4,356.71

NBI Savings: \$87,980.53

PNC: \$6,613.00

He said that the Clubhouse remodel and new bridge are paid in full. Budgets are trending well, and the accounting review is nearing completion. Brian and Lisa will work on getting the template for electronic dues statements out the first week of January. The option to pay dues by credit card will remain, with collaboration with Kyle. Paul made a motion to raise 2022 annual dues by 5%, and Brian seconded. The vote passed and was unanimous, and annual dues for 2022 were increased from \$425 to \$445.

Activities Alisha Pankiw said that she and Marie Williams are looking into providing a Wine and Canvas Event at the Clubhouse sometime after the New Year.

Pool Andy Nist reported that the pump room is shut down and the pool heater was winterized by CH Mechanical. Andy purchased a new and bigger water pump for the pool cover. He has not heard back from Quality Security as far as completing/downloading the software for the new gate system and he will follow up. Andy will follow up with Lisa McCoy for her assistance to upload data to the software since Lisa has access to the data so that the future keyless gate access can be completed and up and working for the 2022 pool season. The pergola/cabana blew over in the heavy wind storm, and Paul volunteered to cut up the metal

supports for clean-up purposes. Judy said that Mike Pipke will fix the gate and lock. Judy asked Andy if the credits have been given from the water company, and Andy promised to follow up with this.

Tennis Christie Mora said the tennis nets and posts have been taken down and stored. She and Ritch cannot get the fourth post out, and Brittany said that Ryan will help. The benches can either be left outside or stored. Christie will get caps to cover the holes. Larry Rich blew all the leaves and pine needles off the courts. He removed the broken door lock. If we need a new/better gate lock, Paul will hire Adam Jansen to replace the tennis gate lock in the Spring.

Grounds Judy Rouhselang said that Mr. B's Lawn Service is finished for the year. Mike Pipke generously continues to remove/mulch leaves, and Larry blows the leaves and pine needles from the tennis courts. The Dam Inspection Report meeting was held on November 23 with Jeff Fox, and a few neighbors attending. Judy and Paul attended from the Board. Bottom line is that even if resident owners of the dam make recommended changes, our "conditionally poor" rating would not change. The priority from the inspection Recommendations is that a Spillway Capacity Analysis be performed at a cost of approximately \$15,000. A decision to do this will be explored in 2022. If we pass, our overall rating will improve because we have complied with DNR requirements.

Finally, the Board has received numerous words of appreciation for installing the new Bridge!

Clubhouse Ross Sexter said a minor repair was made to the furnace (\$200), and the filters have been changed. An electrician will repair wiring to the pumps this weekend. There is good news in that rentals for November (\$1300), have been the highest since Covid. A roof inspection was conducted revealing minor issues. Ross will seek to renew our roofing contract for 5 additional years. Electrical breakers need to be labelled, and perhaps this can be done when electrical panels are potentially moved next year. Alisha had feedback that some of the lights in the clubhouse were very bright, and perhaps lower lighting could be used in the standing fixture by the fireplace. However, all the lights have dimmer switches and using them to lower brightness will alleviate this. Apparently the switches were not checked for the dimmers. Another new suggestion was made to have certain open nights for members to utilize the clubhouse for billiard play, etc. For safety / security reasons the Clubhouse has never been left wide open for people to come and go as they like, and keep in mind the upstairs is a private residence. It was decided that these types of events should be overseen by Activities and could be "Mixers." Finally, a suggestion was made to add a better speaker system to the Clubhouse in the future.

Vice-President Scott Adams is working to finalize the Nominating Committee recommendations. He will have a candidate list to Beth on Friday, for publication in the Acorn Newsletter.

President Paul Jansen said that he will finalize next fiscal year's budget that runs 3/1/2022 to 2/28/2023, to be publicized to all members in the Winter Acorn. A vote will be taken at the January Board meeting for Board approval of final budget. He made a motion to approve the formal Resolution stating that the "Capital Reserve Fund will initially be funded in the amount of \$60,000" with regular contributions to be made thereafter. Scott seconded and it was unanimously approved. The Resolution is an outcome of the Reserve Study that was performed earlier this year, and a copy is attached.

It was designated that the date and time for our annual meeting will be Monday, March 14, 2022 at 7:30 p.m. at the Clubhouse. Paul adjourned the meeting at 9:05 p.m.

The next WHOA Board Meeting will be Monday, January 10, 2022 at 7:30 p.m. in the Clubhouse.

RESOLUTION OF THE DIRECTORS OF
WOODLANDS HOMEOWNERS ASSOCIATION, INCORPORATED

The Board of Directors of Woodlands Homeowners Association, Incorporated, an Indiana nonprofit corporation, hereby adopts the following Resolution on the 13 day of December, 2021:

WHEREAS, the Hamilton County, Indiana residential neighborhood commonly referred to as "Woodlands" was developed pursuant to certain plats, as well as a "Declaration of Covenants and Restrictions," which was recorded on September 27, 1972 in the Office of the Recorder of Hamilton County, Indiana, as Instrument No. 8516 at Book 261, Page 87 (hereafter, referred to as the "Declaration"); and

WHEREAS, the developer of Woodlands established the Woodlands Homeowners Association, Incorporated ("Association") as a nonprofit corporation organized for the purpose of overseeing, administering, and managing the affairs of Woodlands; and

WHEREAS, pursuant to the Articles of Incorporation ("Articles") and the Woodlands Homeowners Association, Incorporated By-Laws ("By-Laws"), the Board of Directors serves as the governing body of the Association and has the power to do and take all such action as is or may be necessary, desirable, or appropriate to perform and fulfill the duties, obligations, and responsibilities of the Board and the Association; and

WHEREAS, pursuant to the Declaration, the Association is responsible for managing, maintaining and replacing certain Common Properties owned by the Association for the recreation, use, enjoyment, and welfare of the Owners in Woodlands; and

WHEREAS, the funding for such management and maintenance of the Common Properties exists solely through the assessments paid by the Owners as set forth in the Declaration; and

WHEREAS, a professional Reserve Study and Capital Asset Management Plan ("Reserve Study") obtained by the Association identified an abundance of long-term capital repair and replacement needs that will arise over time, including, but not limited to, repairs and replacements to the swimming pool, clubhouse, tennis courts, grounds, and dam structure (herein referred to as the "Capital Repairs"); and

WHEREAS, the Reserve Study indicates that current reserve funding may not be adequate to address to such Capital Repairs when the need arises; and

WHEREAS, the Association does not presently have a reserve fund specifically set aside for long-term Capital Repairs; and

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WHEREAS, as recommended by both the Reserve Study and the Association's legal counsel, for the protection of the Woodlands community and its Owners, the Board deems it necessary to establish a "Capital Reserve Fund" as a means of funding the community's long-term Capital Repairs; and

WHEREAS, the Reserve Study recommends initial funding of the Capital Reserve Fund in the amount of \$60,000, with consistent contributions to be made thereafter; and

WHEREAS, pursuant to its authorities as set forth in the By-Laws, Articles and the Declaration, the Board hereby adopts the following Resolution establishing the "Capital Reserve Fund" of the Association.

THEREFORE BE IT RESOLVED, that the Board of Directors has determined through a vote of the Board that it is necessary, desirable, appropriate, and in the best interest of the Association to adopt the Resolution set forth herein, and that this Resolution has been adopted by vote of the Board of Directors at a Board meeting held on the 13 day of December, 2021;

RESOLVED FURTHER, that:

1. The Board of Directors shall establish a Capital Reserve Fund created for the specific purpose of funding certain long-term Capital Repairs that may, from time to time, arise.
2. Initial funding of the Capital Reserve Fund shall be in an amount of \$60,000, with regular contributions to be made thereafter at such time and in such amount as indicated in the annual budgets approved by the Association's membership.
3. The Capital Reserve Fund shall be separate from the Association's account for operating expenses and shall be used only for long-term Capital Repairs.
4. The Capital Reserve Fund shall be kept in a low-risk interest-bearing account (i.e. money market account, certificate of deposit) at a federally-insured bank or credit union.

RESOLVED FURTHER, that all prior Resolutions or actions, if any, establishing a Capital Reserve Fund shall be superseded and replaced by this Resolution;

RESOLVED FURTHER, that this Resolution is hereby adopted and shall be effective immediately as of the date set forth below; and

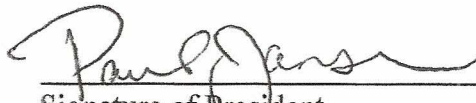
RESOLVED FURTHER, that this Resolution be filed with the minutes of the proceedings of the Board.

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IT IS HEREBY CERTIFIED that this Resolution was duly adopted in accordance with the Association's By-Laws, Articles of Incorporation, Declaration, and applicable law. It is further certified that this Resolution is in full force and effect as of this date, that the Resolution has not been altered, amended, modified, or rescinded, and that the same shall be true, valid, and binding upon the Association.

Executed on December 13th, 2021

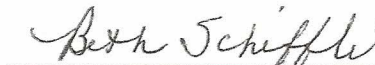
Board of Directors
Woodlands Homeowners Association, Incorporated



Signature of President

Paul Janson

Printed Name



Signature of Secretary

Beth Schiffli

Printed Name