

**Wildridge Association
General Session
Agenda**

Date: March 12, 2011 (9:00 a.m. @ the Wildridge Office)

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Comments from Members

5. Committee Reports

6. Manager's Report

7. Unfinished Business

8. New Business

9. Board Member Comments

10. Next Meeting

11. Adjourn General Session

**Wildridge Association
General Session
Meeting Minutes**

Date: March 12, 2011 (9:00 a.m. @ the Wildridge Office)

Board Members Present

Russ Segraves, President (lots #37 and 60)
Mark Pavey, Treasurer (lot #17)
Jeanne Keller, Director (lots #22 and 38)
John Sharp, Director (lots #2 and 3)

Ray Burton, Vice President (lot #220)
Mark Doran, Secretary (lot #224)
Randi Snider, Director (lot #32)

Board Members Absent

None.

Park Manager

Di Haffield

Guests / Visitors

None.

Informational attachments to meeting minutes:

- President's General Session Meeting Agenda
- Financial Statements

1. Call to Order

The general session meeting was called to order at 9:00 a.m. by President Russ Segraves and an agenda was distributed (see attached).

2. Secretary's Report

The minutes from the November 13, 2010 general meeting were presented in writing to all Board of Directors members, with copies circulated to the audience attending the meeting.

A motion was made to approve the Minutes as presented.

The motion passed by a 6-0 vote.

Motion: Mark Pavey

2nd Motion: Ray Burton

Yes: Unanimous

No: 0

3. Treasurer's Report

The Treasurer, Mark Pavey, provided a financial report (see attached) and distributed financial information. Mr. Pavey commented on a couple topics.

- He is continuing to work with Wildridge's financial advisor to improve the budget analysis report.
- A "late charge" was addressed related to the operating account activity.

- The financial statements reflect funds totaling \$624,460.10 as of January 31, 2011, including \$267,139.17 in the Old National bank operating checking account, \$62,609.00 in the Old National Bank Savings account and \$294,226.87 in the Restricted Funds.
- Fiscal 2011 financial statements for revenue do not reflect 2011 dues received in 2010.
- Mr. Pavey stated that he believes financial management over the last several years has been strong and allowed dues to be maintained without large increases.
- Mr. Pavey explained the benefit of upgrading the financial software (QuickBooks) to multi-user license. The last update was in 2008.

A motion was made to update the QuickBooks financial software to a 2011 multiple user license with an approximate cost of \$399.00.

The motion passed by a 6-0 vote.

Motion: Mark Pavey

2nd Motion: Ray Burton and Randi Snider

Yes: Unanimous

No: 0

- Mr. Pavey announced that the Morgan Keegan financial advisor would like to meet with the Board of Directors to discuss various investment opportunities. Mr. Pavey will schedule the representative to attend a Board of Directors meeting.

4. Comments from Members

None.

5. Committee Reports

A. Social Committee

The Social Committee President, Brian Burnett (Lot #93), announced that a social committee event calendar will be released within the next few weeks. Plans include a busy season with bands, DJ's, Karaoke, talent shows for 17 year-olds and younger, pitch in dinners, along with many other events. Schedules will be in boxes located at the Day Lodge, Shelter House and Entrance, as well as, will be provided to the Park Manager and Posted on the www.WildridgeRVResort.com website.

The prior year funds managed by the social committee were used to purchase a bench for the playground area, trash cans for the recreation area, table at the Shelter House. Funds may also be available to assist with the repair of deck furniture at the swimming pool.

B. Lifestyle Activities

The Park Manager, Di Haffield (lots #221 and 222), explained that assistance with the Lifestyle Activities coordination would be helpful. Several activities, such as aerobics, euchre and Children's Arts are planned for the year.

6. Manager's Report

The manager's report was presented by Park Manager, Di Haffield. The following were noted.

- Improvements to the Day Lodge are nearly complete.
- The new clothes dryer has been installed in the laundry room.
- Thirteen lots have gone on personal electric service with Dubois REC.

- The area / lots from the fall 2010 fire is being repaired. This includes applicable electric lines, sewer connections and water service.
- A newsletter is anticipated to be issued by the end of March. Several ads have been sold and efforts continue to sell more.
- Outside projects are being performed as weather allows.
- Water turn on is scheduled by April 1, weather permitting. The maintenance crew will begin water serviced turn on Monday, March 28, 2011 with the hope of service being ready for the next weekend. Potential delays could be associated with inclement weather or large leaks.
- Electric utility expenses have been high due to cold weather.
- Water utility expenses have been high.
- Infiltration was high in the winter and low in the summer. Some slight increases over the previous year were noted.
- 10 riser rings remain to be installed on manholes.

7. Unfinished Business

A. Security System.

President Segraves requested Jay Papp, Wildridge Technology Consultant (lot #355), to discuss completion of the connectivity of the security system between the gate house and the day lodge area. The system was installed in 2010 by FCW Systems. All cameras were operational, but the security staff station in the guard house could not monitor the cameras in the day lodge/recreation area and the Manager in the Day Lodge could not monitor the cameras at the Park entrance. The Park Manager has worked with the Wildridge Technology Consultant and the internet service provider representative to ensure the link was completed for interactivity. As of March 2011, the system is fully functional.

B. ADT Gate System.

President Segraves requested Jay Papp, Wildridge Technology Consultant (lot #355), to discuss the status of the installation of the new gate system at the Park entrance. The new system was leased in 2010 from ADT and included the initial access cards for member change-outs. The Park Manager developed and administered an implementation plan for the new gate system. This allowed for a card-to-card exchange for the calendar year 2011, uniform input of information for card assignments, distribution to approved vendors with expiration dates and distribution to emergency services personnel (e.g., law enforcement, fire departments, emergency medical services, etc.).

Di Haffield, Park Manager, and Mr. Papp explained that ADT was having difficulty installing the correct software. Even though the system has been installed and is in use, it is not delivering the complete functionality that was contracted. The system connectivity with the Day Lodge / Managers office has not been completed. ADT has made several attempts to install the correct software, but the technicians do not appear to be familiar with the system. Another technician is scheduled within the next week. If the total system performance can not deliver what was contracted, other options and legal action may need to be considered.

C. Past Due Accounts / Attorney Actions.

The Park Manager explained that some past due accounts were still outstanding. Wildridge Legal Counsel is working in collection for a total of 7 accounts, 3 of which are large sums. A final notice will be issued on approximately March 16, 2011. The next step is the revocation of member leases for these accounts.

The Park Manager also explained that Wildridge Legal Counsel is working on the case related to the contractor that coated the Shower House floors. The quality of the product was not as promised and Wildridge is requesting that repairs be made. The vendor was unresponsive when the Wildridge Manager attempted contact, therefore a request for Wildridge Legal Counsel involvement was made.

D. Purchase of Truck for Security Guards.

President Segraves explained that the \$5,000.00 amount budgeted to replace the security vehicle does not appear to be sufficient. Approximately \$2,000.00 of additional funds is likely necessary to purchase a dependable vehicle.

8. New Business

A. Houses with additional trailer on lot.

President Segraves discussed whether the current Rules and Regulations address a Recreational Vehicle being placed on a lot with a permanent building. He was wondering whether updates to guidelines were necessary to address this. Mark Doran stated that current documents may be adequate with regards to types of buildings, RV's and total square footage allowed. Additional review may be necessary.

B. Capital Purchases.

Several uses of capital funds were discussed. While all capital funds are held in restricted accounts, specific projects / budgets are used to prioritize issues. Some potential uses include the purchase of a security vehicle and the paving / repair of roads and drainage projects.

Mr. Pavey suggested that a civil engineer with drainage experience be contacted to help identify, assess and prioritize drainage issues before and funds are expended on projects.

C. Lot 443 Building Permit.

Time Smith contracting provided a quote to repair the drain under the road between lot 427 and 443. The quote in the amount of \$1,741.00 would replace a collapsed, small drain with a new 15-inch diameter drain.

A motion was made to award the drain repair based on Smith Contracting's bid.

The motion passed by a 5-1 vote.

Motion: Ray Burton

2nd Motion: Jeanne Keller

Yes: Ray Burton, Jeanne Keller, Randi Snider, John Sharp and Mark Doran

No: Mark Pavey

Mr. Pavey again stated that a civil engineer with drainage experience be contacted to help identify, assess and prioritize drainage issues before and funds are expended on projects.

A motion was made to consult with a civil engineer with drainage experience to help identify, assess and prioritize drainage issues before and funds are expended on projects.

The motion passed by a 6-0 vote.

Motion: Mark Pavey

2nd Motion: Randi Snider

Yes: Unanimous

No: 0

D. Golf Cart Repair.

The Park Manager explained that she has had an assessment made of an auxiliary golf cart owned by Wildridge. The mechanic (Carts Gone Wild) provided a \$170.00 estimate for the major repairs. The Manager intends to have the cart repaired if it can be in good running condition for no more than \$200. She believes maintenance staff and additional security staff would benefit from a second golf cart.

9. Board Member Comments

A. 2011 Board of Director Election.

President Segraves announced that three Board of Director seats will be open for election this August. He urged any interested members to submit their resume' by the required June 2011 date.

B. Electrical Concerns.

Randi Snider requested that letters be sent to Leasee's with electrical / safety concerns on their lots. She also inquired as to whether a new electrical survey of the Park was warranted.

C. Fence Repairs along Property Line.

Mark Doran requested that repairs be made to the perimeter fence as needed. Specifically, the fence behind the lot #243 area bordering the McFerran property needs repair where it is collapsing into a creek. The park Manager explained that she does intend to address this problem.

10. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, April 9, 2011, following the regularly scheduled Board of Directors executive session meeting at 8:00 a.m.

11. Adjourn General Session

A motion was made to adjourn the general session.

The motion passed by a 6-0 vote.

Motion: Ray Burton

2nd Motion: Randi Snider and Jeanne Keller

Yes: Unanimous

No: 0