

**Wildridge Association
General Session
Agenda**

Date: April 10, 2010 (8:00 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. Next Meeting

10. Adjourn General Session

**Wildridge Association
General Session
Meeting Minutes**

Date: April 10, 2010 (8:00 a.m. @ the Wildridge Office)

Board Members Present

Mark Pavey, President (lot #17)
Randi Snider, Treasurer (lot #32)
Ray Burton, Director (lot #220)
John Sharp, Director (lots #2 and 3)

Russ Segraves, Vice President (lot #37)
Mark Doran, Secretary (lot #224)
Jeanne Keller, Director (lots #22 and 38)

Board Members Absent

None.

Park Manager

Steve Rayls.

Guests / Visitors

None.

Informational attachments to meeting minutes:

- President's General Session Meeting Agenda
- Financial Reports
- Lifestyle Activities Draft Calendar
- Manager's Report

1. Call to Order

The general session meeting was called to order at 9:0 a.m. by President Mark Pavey and an agenda was distributed (see attached).

2. Secretary's Report

The minutes from the March 13, 2010 general meeting were presented in writing to all Board of Directors members. Copies of the March 13, 2010 general meeting minutes were circulated to the audience attending the meeting. An executive session was not conducted on March 13, 2010.

A motion was made to approve the Minutes as presented.

The motion passed by a 6-0 vote.

Motion: Russ Segraves

2nd Motion: Ray Burton

Yes: Unanimous

No: 0

3. Treasurer's Report

The Treasurer, Randi Snider, provided a brief discussion regarding the financial reports that were distributed (see attached).

- The financial activity reflects some costs associated with Spring repairs incurred for the Park startup.
- Property taxes for 2010 have been paid and will be reflected in the April 2010 financial reports.

4. Comments from Members

Member name: Jeff Gayhart

Lot #: 163

The member commented that he had initially obtained a building permit in 2003 and was now working to complete the project. His Park supplied electric was disconnected and he believes he should be allowed service in accordance with current guidelines, and he also believes he should receive a rebate based on the previous guidelines. He does plan to activate a personal electric account withy Dubois REC. Finally, he stated that he believes some sort of compensation should be provided for Lease holders who pay for their own electric service.

The Board responded that they would investigate the details associated with Park supplied electric for his lot, but that the rebate program had been discontinued several years ago. Since all Wildridge members are a single class, it is not feasible to compensate a portion of the group.

Member name: Bob Shaver

Lot #: 618

The member commented that lot 619 was unkempt. The Board responded that Wildridge does administer a "tall lot" mowing program and will monitor the situation.

5. Committee Reports

A. Social Committee

Representatives from the Social Committee were unable to attend the meeting, but do plan on attending regularly in the future to discuss information.

A1. Lifestyle Activities

Di Haffield (lots #221 and 222) serves as a volunteer coordinator for lifestyle activities. She shared a draft calendar of events for May 2010 (see attached). She plans to work in conjunction with the social committee. She also explained that she and Jeanne Keller are working on the next newsletter.

B. Infiltration and Utilities

John Sharp compared the first quarter financial utility information of 2010 with 2009. Electric costs has decreased by approximately \$1,020.00, water remained the same since Wildridge pays a fixed amount until a threshold is exceeded, sewer costs decreased by

\$247.00. Funds were expended to address sewer infiltration, LP gas charges decreased and are likely related with a change in vendors, trash collection and cellular phones remain the same and internet service was paid for the entire 2010 period in a lump sum in order to receive one free month. Dubois REC has trimmed trees around power lines. Nine water leaks were detected when the service was turned on for the season and seven have already been repaired. Electric breakers have been repaired / replaced. Wildridge is still working with Dubois REC regarding security light charges. The utility provider believes the current charges are appropriate.

C. Member Services

Jeanne Keller stated that seven building permits were being processed.

D. Technology

President Pavey stated that the volunteer technology consultant, Jay Papp (lot #355), feels as though Wildridge should explore a new gate system. The current system is not backed up and there is a potential risk of failure. He also recommends that the laptop computer used to administer the gate system be replaced. President Pavey will request that Mr. Papp obtain gate system estimates, along with security camera information, for the May 2010 meeting. Security staff will be trained on the operation of the gate system software. A motion was made to appropriate \$600.00 to purchase a new computer for the guard house.

The motion was not seconded, therefore failed.

Motion: Russ Segraves

2nd Motion: None

The discussion followed regarding computer replacement and the fact that a new gate system software may have requirements that should be considered before a new computer is purchased.

E. Records Management

Mark Doran explained that the Board is currently reviewing and updating the Park Member Rules and Regulations. The update will be available this Spring. A recommendation was also made that members reference the website (www.wildridgervresort.com) for information.

F. Park Maintenance

Russ Segraves discussed investigating alternative sources of heat for the maintenance barn. He recommended that Dubois REC be contacted for recommendations and potential rebates.

G. Electric Connections

President Pavey assigned a committee to consider electrical compliance and how Wildridge should administer this activity. No updates were applicable at this time.

6. Manager's Report

The manager's report was presented by Park Manager, Steve Rayls. The following were noted.

- Water was turned on for the season on April 1, 2010.
- Golf cart stickers are on sale now and seem to be going well.
- A new security staff policy and procedure manual is being developed.
- The new pool liner has been installed.
- Steve has researched the products for painting the deck around the swimming pool.
- Netsurf has been contacted to activate an open internet line for member use in the day lodge.
- New replacement valves for water lines are going to be used.
- The manager has some suggestions for building permits as the member rules and regulations are updated.
- A new coin-operated washing machine is needed in the day lodge laundry area.
- Maintenance and security staff have some comments that will be incorporated in the newsletter.

7. Unfinished Business

A. Update on Swimming Pool Repairs.

The new pool liner has been installed and the deck will be painted soon. The pool should be open for the Memorial Day holiday weekend.

B. Social Committee Sign.

The social committee has been authorized to place an electric sign in the window of the Day Lodge to provide general information to Wildridge members, but the sign has not been placed yet. Social Committee representatives will be contacted to determine the status of this issue.

C. Wright Lot (lot #342).

The Lease Holder of lot #342 signed over the lease to Wildridge. A motion was made during the March 13, 2010 general session meeting to accept closed bids on this lease property. A minimum bid of \$12,000.00, which would include lot dues for 2010, was determined by the Board after inspection of the property. Bidding will be opened for a period of approximately 30 days. The sealed bids will be opened at the close of the period and the Board of Directors will notify the winning bidder within a week. The winning bidder shall provide a non-refundable deposit of \$1,000.00 and must close on the lease transfer within 30 days with payment in full.

This lot will be offered for closed bid.

D. Installation of Complimentary Internet Access at the Day Lodge.

The Internet service provider (Netsurf) has been contacted to activate an open internet line for member use in the day lodge.

E. McFerran Agreement.

The 2006 Liability Release document that was signed with Mr. John McFerran, the “ice cream stand” property owner, was discussed during the March 13, 2010 general session meeting. The agreement allows Wildridge access to private property in exchange for some periodic cleanup. This access makes it easier for Wildridge to maintain Park drainage and the perimeter fence. The growth is down after the harsh winter and the electric utility company had just cleaned along the power lines, including cutting trees along the drainage ditch, which has made the area very accessible. Wildridge staff will take action to maintain this area with existing equipment.

8. New Business

A. Process for Purchasing Office Supplies.

The Park manager was asked to assess the frequency of incidental purchases made by him and staff to improve efficiency and effectiveness. When possible, small levels of inventory should be held for items that are used frequently. This will help limit the time staff spends transporting items and will limit accounting entries into the financial system.

B. Lifestyle Activities.

Di Haffield (lots #221 and 222) serves as a volunteer coordinator for lifestyle activities. During Committee Reports, she shared a draft calendar of events for May 2010 (see attached). She plans to work in conjunction with the social committee. She also explained that she and Jeanne Keller are working on the next newsletter.

C. Outsourcing of Treasurer Duties.

Randi Snider plans to obtain information for outsourcing the financial processing duties currently performed by the Treasurer. This might include contacting accounting firms and bookkeepers for price quotes and services.

A motion was made to obtain at least three bids for outsourcing the Treasurers processing duties. The Treasurer position would still serve in an oversight role and be responsible for the fiscal administration of the association business. Potential funding should be identified in the existing association budget.

The motion passed by a 6-0 vote.

Motion: Mark Doran

2nd Motion: Jeanne Keller

Yes: Unanimous

No: 0

D. 2010 Infiltration Plans.

Efforts to mitigate sewer infiltration will continue. Staff monitor meter readings and will consider weather activities (e.g., heavy rains) as necessary to assess maintenance needs.

9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, May 8, 2010, following the regularly scheduled Board of Directors executive session meeting at 8:00 a.m.

10. 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: Russ Segraves

Yes: Unanimous

No: 0