

**Wildridge Association
General Session
Agenda**

Date: May 8, 2010 (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. Next Meeting

10. Adjourn General Session

**Wildridge Association
General Session
Meeting Minutes**

Date: May 8, 2010 (9:00 a.m. @ the Wildridge Office)

Board Members Present

Mark Pavey, President (lot #17)	Russ Segraves, Vice President (lot #37)
Mark Doran, Secretary (lot #224)	John Sharp, Director (lots #2 and 3)
Ray Burton, Director (lot #220)	Jeanne Keller, Director (lots #22 and 38)

Board Members Absent

Randi Snider, Treasurer (lot #32), excused absence.

Park Manager

Steve Rayls.

Guests / Visitors

Jay Papp, Wildridge Technology Consultant (lot #355)
Chuck Franklin (FCW Systems)

Informational attachments to meeting minutes:

- President's General Session Meeting Agenda
- Manager's Report
- Vendor Quote for Security System (FCW Systems)

1. Call to Order

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

Note: *An executive session was not conducted on May 8, 2010.*

2. Secretary's Report

The minutes from the April 10, 2010 general meeting and executive sessions were presented in writing to all Board of Directors members, along with the April 25, 2010 special executive session meeting minutes. Copies of the April 10, 2010 general meeting minutes were circulated to the audience attending the meeting.

A motion was made to approve the Minutes as presented.

The motion passed by a 5-0 vote.

Motion: Russ Segraves

2nd Motion: Jeanne Keller

Yes: Unanimous

No: 0

3. Treasurer's Report

The Treasurer, Randi Snider, had an excused absence. A detailed financial report was not provided, but Ms. Snider had provided financial information to the Board of Directors via email. President Pavey commented on a couple topics.

- The Treasurer is still gathering information regarding the outsourcing of financial procession duties.
- Overall, the Park is operating within the planned budget.

4. Comments from Members

Member name: Tami McPherson

Lot #: 686

The member commented that the shower house renovation is very nice, but that it does not accommodate handicapped access. The possibility of installing grab bars / hand rails was discussed.

Member name: Debbie Webb

Lot #: 46

The member commented that there were drainage problems around her lot and some might be associated with the lack of compliance with drainage rules and regulations. The Board of Directors agreed to visually inspect the area.

Member name: Jerry Thompson

Lot #: 48

The member expressed the same concerns as his neighbor on lot #46 regarding drainage issues.

Member name: Di Haffield

Lot #: 221 and 222

The member explained that the laundry area had only one washer and stated that the Park should replace the one that is no longer in service. She also recommended that a routine replacement schedule should be administered to replace equipment according to its anticipated useful life. The Manager explained that he has been researching prices and equipment to replace the washer and that donations have been received for laundry equipment.

Member name: Bob Shaver

Lot #: 618

The member commented that a culvert next door to him (lot #619) is too small and requires routine cleaning.

Member name: Tami McPherson

Lot #: 686

The member commented that she appreciated the quick turnaround for the building permit on lot #691. She went on to say that she believes there are some lots with carports that do not comply with the Rules and Regulations.

Member name: Jay Papp

Lot #: 355

The member explained that recent tax changes related to Indiana State Statute have impacted taxes assessed to Wildridge members.

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.

B. Infiltration and Utilities

John Sharp stated that maintenance has installed elevation rings on several sewer manholes, the lift stations may need work to deter heavy rain water from entering, water leaks have been repaired and new bibs have been installed at some locations.

C. Member Services

Jeanne Keller stated that sixteen building permits were processed, including three renewals.

D. Technology

Wildridge's volunteer technology consultant, Jay Papp (lot #355), had just installed a new computer to operate the gates at the Park entrance. He 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. President Pavey requested that Mr. Papp obtain gate system estimates and this is in currently being performed.

Mr. Papp discussed the current security camera system and introduced Mr. Chuck Franklin from FCW Systems. These individuals discussed FCW's quotation (see attached) for an updated security system that includes new cameras.

A motion was made to accept the FCW quotation to purchase an updated security system and cameras in the amount of \$3,893.00. The motion also included a new camera with an approximate cost of \$250.00

The motion passed by a 5-0 vote.

Motion: Ray Burton

2nd Motion: John Sharp

Yes: Unanimous

No: 0

E. Records Management

Mark Doran explained that the Board is currently reviewing and updating the Park Member Rules and Regulations and the workgroup will meet to complete the updates on May 16, 2010. The update will be available to the membership in a few weeks.

F. Park Maintenance

Russ Segraves explained that the Board of Directors was examining recent water damage due to rain and will work within the budget to address the more serious problems.

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.

H. Lifestyle Activities

Di Haffield (lots #221 and 222) serves as a volunteer coordinator for lifestyle activities. She announced that her office in the Day Lodge is now set up. Activities have begun including euchre, line dancing, belly dancing and children's craft activities. Coffee and donuts with the manager will begin next month.

6. Manager's Report

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

- Golf cart stickers are on sale now and seem to be going well.
- The swimming pool deck has been pressure washed and the paint has arrived.
- Attention will be given to addressing lots with tall grass.
- Most of the water digs have been completed. Members should report any suspected leaks.
- An open internet connection has been activated in the Day Lodge for member use.
- Both the shower house and day lodge have been treated for pest. Another application will be dosed within a few weeks.
- The truck camper that was not on a vehicle on lot #608 has been removed.
- Several drainage problems were noted during the recent heavy rains. Each lease holder is responsible for maintaining proper drainage on their lots.
- Maintenance will continue on manholes and vaults as soon as the season startup is completed in the Park.
- The office has been busy processing transfers and building permits.
- The second phone line is scheduled to be disconnected. A single line will serve as the voice and FAX line. The security staff will continue to monitor the answering machine.
- Staff would like the Board to consider holding lot #255 for expansion of the maintenance area.

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 is being filled and 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. This item will be removed from further agenda items.

C. Wright Lot (lot #342).

Lot #342 was offered for closed bid, but none were received. 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 was opened for a period of approximately 30 days. The sealed bids were to be opened at the close of the period and the Board of Directors would 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.

A motion was made to offer lot #342 for sale in the amount of \$12,000.00, but any offer that covered the costs incurred by Wildridge would be considered by the Board of Directors.

The motion passed by a 5-0 vote.

Motion: Russ Segraves

2nd Motion: Jeanne Keller

Yes: Unanimous

No: 0

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

The Internet service provider (Netsurf) has installed an open internet line for member use in the day lodge. Password protection will be disabled.

8. New Business

A. Presentation for New Security System.

Mr. Papp discussed the current security camera system and introduced Mr. Chuck Franklin from FCW Systems. These individuals discussed FCW's quotation (see attached) for an updated security system that includes new cameras.

B. Computer for Guard Station.

The volunteer technology consultant, Jay Papp (lot #355), had just installed a new computer to operate the gates at the Park entrance. He 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. President Pavey requested that Mr. Papp obtain gate system estimates and this is in currently being performed.

C. Consider the use of Lot #255.

A motion was made to offer lot #255 for bid. The price will be determined based on the amount of expenses owed to Wildridge and the market for comparable lots.

The motion passed by a 4-1 vote.

Motion: Russ Segraves

2nd Motion: John Sharp

Yes: Russ Segraves, John Sharp, Jeanne Keller and Mark Doran

No: Ray Burton

D. 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 passed during the April 10, 2010 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.

E. 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.

F. Installation of Complimentary Wi-Fi Internet Access at the Day Lodge.

The Internet service provider (Netsurf) has installed an open internet line for member use in the day lodge. Password protection will be disabled.

9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, June 12, 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 5-0 vote.

Motion: Ray Burton

2nd Motion: Russ Segraves

Yes: Unanimous

No: 0