

**Wildridge Association
General Session
Agenda**

Date: November 13, 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. Board Member Comments

10. Next Meeting

11. Adjourn General Session

**Wildridge Association
General Session
Meeting Minutes**

Date: November 13, 2010 (9:00 a.m. @ the Wildridge Office)

<u>Board Members Present</u>	
Russ Segraves, President (lot #37)	Ray Burton, Vice President (lot #220)
Mark Pavey, Treasurer (lot #17)	Mark Doran, Secretary (lot #224)
Jeanne Keller, Director (lots #22 and 38)	
<u>Board Members Absent</u>	
Randi Snider, Director (lot #32), Excused absence	
John Sharp, Director (lots #2 and 3), Excused absence	
<u>Park Manager</u>	
Di Haffield	
<u>Guests / Visitors</u>	
None.	

<u>Informational attachments to meeting minutes:</u>
- President's General Session Meeting Agenda
- Financial Statements / 2011 Budget Planning Notes / Draft 2011 Dues Notice

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 October 9, 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 4-0 vote.

Motion: Ray Burton

2nd Motion: Mark Pavey and Jeanne Keller

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.

- The financial statements reflect funds totaling \$404,713.06 as of November 8, 2010. This includes \$2,500.00 which has been prepaid for 2011 membership dues.

4. Comments from Members

None.

5. Committee Reports

A. Social Committee

None.

B. Lifestyle Activities

None.

6. Manager's Report

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

- The lots / site of the fire has been released by the Fire Marshall for cleanup.
- A Wildridge Member, Tim Smith, has volunteered to help assist with the fire site cleanup efforts.
- 10 riser rings remain to be installed on manholes.
- Leaf cleanup and hauling continues.
- The flow meters at the lift station at the rear of Wildridge have been professionally calibrated by a contractor within the past week, as agreed upon annually with Patoka Sewer and Water.
- Wildridge received a credit of \$177.74 associated with the propane tank recently removed.
- A clothes dryer for the laundry room was ordered from Video Tech and should arrive soon.
- A new golf cart (2004 club car) purchased for security staff has arrived on site.

7. Unfinished Business

A. ADT Gate System.

The gate system at the Park entrance is old and needs to be replaced. It is not possible to purchase new access cards for the current readers and the software is antiquated. Two bids have been received for a new system. Board of Directors President formed a committee to investigate the potential purchase and implement a new gate system.

A motion was made to lease the system as proposed by ADT, to initially include 2500 access cards for distribution.

The motion passed by a 4-0 vote.

Motion: Ray Burton

2nd Motion: Mark Doran

Yes: Unanimous

No: 0

The Park Manager will develop and administer an implementation plan for the new gate system. This will allow 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.).

B. Member Liability Insurance.

The Park Manager will request that all members provide copies of their 2011 liability insurance policies so that complete records can be maintained for lots.

C. Flow Meter Calibration.

The Park Manager reported that the flow meters at the lift station at the rear of Wildridge have been professionally calibrated by a contractor within the past week, as agreed upon annually with Patoka Sewer and Water.

D. Lift Station Grinder Pump.

A grinder pump malfunctioned at the top lift station (lot#243) was repaired by Messmer Mechanical. A new pump for backup would cost approximately \$2,151.00 plus \$150.00 in taxes.

The pump brackets at the front lift station differ from the lower lift station, so pumps can not currently be interchanged. The Manager was asked to investigate the cost of retrofitting the brackets so the pumps would be interchangeable. It was also discussed that lift station #1 was single phase and lift station #2 was 3-phase, so electrically they will not interchange. Messmer Mechanical was consulted and it was determined that it was not feasible for the pumps at the different lift stations to be interchangeable. Therefore, the best option is backup pumps to be available for both lift stations.

E. Repair of Ditch on Lot #531.

In October 2010, Tim Smith provided two variations of bid information associated with the ditch / drainage repairs near lot #531. The nature of the proposals was not entirely clear with relation to work that may be deemed to be necessary by the Board of Directors; therefore additional discussion would be needed before considering either. Also, the Park Manager planned to contact the lease holders of lot #531 to discuss the drainage ditch repair before any action considered.

After consideration in November 2010, it was determined to return the roadside drainage on lot #531 to an open ditch constructed in a manner to protect the shoulder of the road.

F. Rules and Regulations.

Wildridge Rules and Regulations updated as of June 2010 were discussed with amendments be made in October 2010. The Rules and Regulations document were submitted to Wildridge Legal Counsel for review and comment.

A motion was made to adopt the Rules and Regulations as amended.

The motion passed by a 4-0 vote.

Motion: Mark Doran

2nd Motion: Mark Pavey

Yes: Unanimous

No: 0

G. Past Due 2010 Dues.

Legal Counsel will administer the collections and/or applicable lease revocations for unpaid dues. Approximately \$7,991.00 of dues are in arrears.

H. Banking Services / Comparisons.

Mr. Pavey is investigating the possibility of Wildridge using other banking services. He is obtaining information for electronic banking, accepting credit/debit card for payments, a check scanner for electronic processing of checks received. This would allow for operating with fewer cash transactions, electronic transfer of revenue and payments, which would ultimately require less staff and Board member time administering transactions.

Mr. Pavey explained that he is waiting on information regarding Old National Bank credit card processing. On-line bill payments has already been implemented.

8. New Business

A. 2011 Budget.

President Segraves conferred with the Board members and scheduled the annual budget planning session which was held on Saturday October 23, 2010. Mr. Pavey documented the 2011 budget development through the use of electronic worksheets. The draft 2011 budget would result in no change from 2010 membership dues. Dues would remain \$810.00 per lot annually due in full no later than June 30, 2011. A \$10.00 per lot discount per month would be granted for dues paid between December 31, 2010 and May 31, 2011.

During the November 13, 2010 meeting, the Board of Directors discussed minor adjustments to the draft 2011 budget worksheets for 2010 restricted fund allocations (ADT gate system, new truck for security, unpaid Attorney fees).

A motion was made to adopt the 2011 budget as developed.

The motion passed by a 4-0 vote.

Motion: Mark Doran

2nd Motion: Ray Burton

Yes: Unanimous

No: 0

B. Security System.

The Park Manager was requested to contact 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 several months ago by FCW Systems. All cameras are operational, but the security staff station in the guard house can not monitor the cameras in the day lodge /recreation area and the Manager in the Day Lodge can not monitor the cameras at the Park entrance. The Manager was requested to work with the Wildridge Technology Consultant and the internet service provider representative (Martin) to ensure the link is completed for interactivity.

9. Board Member Comments

None.

10. Next Meeting

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

Motion: Ray Burton

2nd Motion: Jeanne Keller

Yes: Unanimous

No: 0