

**Wildridge Association
General Session
Agenda**

Date: October 9, 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. Manager's Report

6. Committee Reports

7. Unfinished Business

8. New Business

9. Board Member Comments

10. Next Meeting

11. Adjourn General Session

**Wildridge Association
General Session
Meeting Minutes**

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

Board Members Present

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

Board Members Absent

Randi Snider, Director (lot #32), Excused absence

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).

Note: An executive session was not conducted on October 9, 2010.

2. Secretary's Report

The minutes from the September 11, 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 5-0 vote.

Motion: Ray Burton

2nd Motion: Jeanne Keller

Yes: Unanimous

No: 0

The minutes from the September 11, 2010 executive session were presented in writing to all Board of Directors members. A motion was made to approve the Minutes as presented.

The motion passed by a 4-0-1 vote.

Motion: Ray Burton

2nd Motion: Jeanne Keller

Yes: Ray Burton, Jeanne Keller, John Sharp, Mark Doran

No: 0

Abstain: Mark Pavey

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.

- As of October 6, 2010, Wildridge financial statements reflect \$574,142. 54 in total assets.
- The Operating Funds checking account reflects \$45,732.50
- \$40,000.00 was recently transferred to the operating fund to help cover 2010 expenses.
- Mr. Pavey is investigating the possibility of Wildridge using the banking services of BB&T bank. 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.

4. Comments from Members

None.

5. Manager's Report

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

- 8 elevation rings have been installed since last meeting.
- 9 building permits have been processed since the last meeting.
- The swimming pool has been winterized and chairs cleaned. Furniture repair will be performed over the winter months.
- The extra propane tank that had been outside of the shower house was removed by the vendor.
- The trees in front of the maintenance area have been removed to allow for better visibility.
- One lot closing was administered (lot #255) and two are scheduled (lot #345 and lot #518).
- The box/bed of the red maintenance truck has been rebuilt.
- Vent and shelves were repaired for the generator at the guard house.
- The maintenance shop door was repaired and painted.
- The dusk/dawn light in the maintenance area was moved.
- Messmer Mechanical is looking at the rails for the lift station grinder pumps to assess converting them all to interchangeable units.

Di requested Dean Roberson (lot #5) speak and he informed the audience that Matt at Dubois REC was working on a proposal for the utility co-op to manage all of the security lights, including those currently managed by Wildridge.

6. Committee Reports

A. Social Committee

None.

B. Lifestyle Activities

None.

7. Unfinished Business

A. Pool Pump Room Ventilation.

A vent will be installed on the door to the pool pump room to help alleviate the equipment overheating. Park member John Mitchell (lot #546) volunteered to help and order the vent.

B. 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, with delivery in 3 to 5 days.

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 is looking at the lift station grinder pumps to assess converting them all to interchangeable units.

C. Repair of Ditch on Lot #531.

Wildridge has received two bids from Tim Smith associated with various ditch / drainage repairs near lot #531 (\$3,260.00 and \$1,864). 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.

A motion was made to return the roadside drainage on lot #531 to an open ditch constructed in a manner to protect the shoulder of the road.

The motion failed 2-3.

Motion: Mark Doran

2nd Motion: Mark Pavey

Yes: Mark Doran, Mark Pavey

No: Ray Burton, Jeanne Keller, John Sharp

The Park Manager planned to contact the lease holders of lot #531 to discuss the drainage ditch repair before any action considered.

D. Rules and Regulations Status.

Wildridge Rules and Regulations updated as of June 2010 were discussed. The following topics were discussed:

- Park supplied electricity to individual lots will be turned off on December 1 and will remain off through March 1, but may be turned on for up to 7 days during the off-season period. All requests for electrical service to be turned on must be submitted at least 3 days in advance of the desired date. Service may be turned on for 7 individual days, a 7 day consecutive period, or a combination, but Park supplied electrical service will not be provided for any more than 7 days during the off-season.
- Easement / setbacks can be as close as 2 foot to the side lot lines.
- Fence Requirements.

The Rules and Regulations document will be submitted to Wildridge Legal Counsel for review and comment.

E. LP Gas Tank.

The extra propane tank that had been outside of the shower house was removed by the vendor. Reliable removed the tank and agreed to refund the cost of any gas remaining in the tank. Dubois reset tank and waived any penalties for contract noncompliance. Wildridge plans to complete the contract period through 2013 for tank use.

F. 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. Potential Park members to serve on the Committee are Board members Russ Segraves and Mark Pavey, along with Park members Jay Papp and Don Sharp. Ray Burton was selected to the committee immediately following the meeting.

Park Member Jerry Haffield stated that a standard format for programming cards should be adopted (Lot #, name of Lease Holder, name card assigned to, etc.).

8. New Business

A. Budget Agenda and Time.

President Segraves conferred with the Board members and scheduled the annual budget planning session for 8:00 a.m. on Saturday October 23, 2010.

9. Board Member Comments

None.

10. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, November 13, 2010, 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