

WILDRIDGE BOARD OF DIRECTORS MEETING
March 13th, 2004

1. CALL TO ORDER 9:00 AM
2. SECRETARY'S REPORT OF NOVEMBER 8TH, 2003 BOARD MEETING
3. TREASURER'S REPORT
4. MANAGER'S REPORT
5. COMMITTEE REPORTS
6. OLD BUSINESS
 - A. There are many changes in the by-laws, these will be handled by reviewing each change and voting on them one at a time. Please find attached charts of by-laws changes.
 - B. Members hand book.
 - C. Trailer removal, we have a member wanting to remove their trailer and improve.
 - D. Sewer survey for infiltration update.
 - E.
 - F.
 - G.
7. NEW BUSINESS:
 - A. What method of accounting should Wildridge use to prepare our financial reports
 - B. Which accountant do we want to do our taxes?
 - C. Roberts Rule of Order
 - D. Minute books
 - E. Policy
 - F. OSHA complaint filed against Wildridge
8. NEXT MEETING APRIL 17TH, 2004
9. MOTION TO ADJOURN TO THE EXECUTIVE BOARD MEETING.

Corrected Minutes

Wildridge Association
Board of Directors Meeting
General Session,
March 13, 2004

The meeting was called to order by President, John Mitchell at 9:04 AM

Members Present: John Mitchell, Garry Mills, Ruth Ann Reteneller, Russ Segraves and Debbie Meadows

Manager Kay Robinson was also present

Secretary's Report: The minutes were read from the November 8, 2003 meeting. There were no corrections. Russ Segraves made the motion and seconded by Garry Mills to accept the minutes as read, the motion carried unanimously.

Russ Segraves presented proposal for security system. Funds were budgeted in 2003 but not carried over to 2004. The treasurer stated there would be funds available in the 2004 budget to purchase a system, however, due to property taxes not being as much as budgeted for. After discussion regarding the system, the board instructed Russ to have the representative from Sonitrol come to give a firm estimate for the system and present it at the next meeting.

Treasurer's Report: Ruth Ann handed out the amended December, 2003 detailed financial report. They were amended due to the sale of lot 486 being recorded in membership dues rather than separated out in the categories of dues, lot sales and taxes. She handed out the Final 2003 vs. budget report. She stated the president is given, each month, a report of deposits and copy of balance sheet to confirm amount deposited to balance statement.

Ruth Ann stated that Kay had done an outstanding job with record keeping, there was only 1 question she had regarding entries.

Ruth Ann pointed out a new line on the balance sheet "Undeposited Funds" and explained that this line showed dues received on the last day of the month that were applied to the account but not yet deposited in the bank account.

She stated she had been informed that our insurance policy needed to itemize the equipment schedule. In obtaining quotes for property insurance, she found out the equipment is not covered when it leaves the property. Russ questioned whether the policy included replacement cost and Ruth Ann said she would check into that.

Ruth Ann and John had made the decision to invest some funds in a 90 day CD due to the low interest we are gaining in the regular account.

The Morgan Keegan balance will always be a month behind on the reports due to the statement coming in a week after the report is due.

We had budgeted \$55,000.00 for property taxes in 2004. Our actual taxes have been calculated at \$16,299.63 per half which will make our taxes payment this year \$48,898.89 for the fall 2003 installment and both installments for 2004 and small amounts due on foreclosed lots. John asked what the new tax rate was and Ruth Ann was not sure exactly.

She stated lots 85 & 340 were now owned by Wildridge Association with approximately \$4000.00 invested in each. Lot 85 was obtained by a bid at the Sheriff's sale but exact cost is unknown. If Wildridge needs to remove campers and clean up lots, we do not have to wait 1 year according to Jennifer. It was decided the board will need to look at both lots before making the decision as to what needs to be done to prepare them for sale and at what price they will be listed.

Ruth Ann explained the MOREwards we have accumulated from the Morgan Keegan account. They can be used for points towards car rental and airline tickets or 3 nights at a Villa in Florida or North Carolina. The points have to be redeemed by 2005 or we lose some of them. She suggested offering them as an incentive to employees. Russ suggested having a drawing at the annual membership meeting for a chance for a member to win. Ruth Ann explained the Villa had 2 bedrooms and would sleep 6 people. The cost of transportation to the Villa and meals would not be included. Debbie Meadows made a motion for the board members to think on this and discuss at the next meeting. The motion was seconded by Garry Mills and carried unanimously.

Russ asked if the pool expenses were going to be on a separate line on the financial reports this year. Ruth Ann explained they would but to date there had been no expenses in that category for 2004.

Manager's Report: Kay read the manager's report as attached. Russ asked at whose cost was it to repair the phone and coax cables that were damaged during repairs to the pool by JayKem. She explained it was at our cost due to the map being marked incorrectly.

Debbie asked Kay if there were any illegal electrical hookups found by maintenance and she stated "no". She also inquired about downspouts hooked into sewer lines and Kay said none were found that the guys had even dug up some that were questionable. Debbie inquired as to why when the smoke tests had shown there were downspouts connected we did not find any. John felt they had already been corrected. Ruth Ann asked again about finding no "electrical pirates" and Debbie stated they had probably disconnected them before leaving the park for the season but would probably re-hook them when they returned in the spring. John said it was up to the members to report these violations that it was costing them to allow this to continue. Debbie also asked if the McFerran project had been completed, and Kay advised that it had. Russ asked that employee updates be included in the manager's report to keep the board up to date on employee changes.

Committee Reports:

Debbie gave committee reports as follows:

By Laws Review Committee had completed their work but had volunteered to distribute the new Rules and Regulations to members when they were completed.

Abandoned Lots - an example of a letter and survey were distributed to each board member for suggestions and comments. A spreadsheet of the lots in question was also distributed. John will check with Jennifer about the wording of the letter to make sure there would be no legal problems. Once approved, Ruth Ann will show Kay how to do mail merge to send the letters out to lot owners. A committee will be formed to follow up on the project.

Newsletter - Debbie will continue with this committee, seeking additional members and hold regular monthly meetings.

Contingency Plans - Debbie had been appointed as head of this committee and will seek out members and hold regular monthly meetings until project completed.

Lot Numbering - Will Bill continue this project, does he need help, he was not at the meeting today to answer this. Debbie felt that it needed to be completed and the board may have to offer assistance.

Social Committee - Debbie stated this committee is a vital part of our community and presently had only 3 members and desperately needed help or it could dissolve. She stated any board member who could offer their assistance should do so. It was suggested that signs be posted in the Day lodge as well as the sign on the outside of the day lodge to encourage members to join. The meetings are every 1st Saturday at 9 AM at the shelter house. She will check with Irene about posting the signs.

Block Captains - to date there has been no volunteers. John said there had been some problems with the

program in the past and that would probably cause members to not want to volunteer. Debbie said she would ask the members of the By Laws Review Committee if they would want to recruit them. If we get no volunteers, the committee will have to be abandoned.

Old Business:

New By Laws - Debbie read the minutes from the November 15, 2003 special meeting with the By Laws Review Committee, Board of Directors and attorney, Jennifer Tucker. There were no corrections. The motion was made by Russ and seconded by Garry to accept the minutes as read and it carried unanimously.

Ruth Ann made a motion to go through the By Laws one at a time and then vote on the revisions all at together rather than vote on each revision. Russ seconded the motion and it carried unanimously.

There were several revisions discussed, Debbie made all revisions on her copy of the By Laws and it was agreed she would send them to Jennifer. Ruth Ann made the motion to submit the revisions to Jennifer, it was seconded by Garry and carried unanimously.

There were also several revisions made to the Rules and Regulations. Russ made the motion to submit the revisions to Jennifer, it was seconded by Garry and carried unanimously.

Debbie made a motion to move the subject of Member handbook to the next meeting. It was seconded by Garry and carried unanimously.

Debbie made a motion to rescind the previous motion allowing camper removal dated August, 2000. She stated her fear was that if we continued to allow this, we would change our tax classification again and taxes would continue to rise. The motion died for lack of a second.

The motion was made by Ruth Ann to form a committee to investigate the consequences of our current building policies including camper removal with a real estate lawyer. Russ seconded the motion and it carried unanimously. John appointed Russ as head of the committee.

The subject of sewer infiltration was up for discussion. Ruth Ann showed charts she had been working on showing the gallons of infiltration from 1997 - 2003. It indicated a consistent drop up until 2002 at which time it was climbing again. She said she needed the precipitation information for those years. Debbie stated she had already obtained this information for 2002 and part of 2003 and would order the reports for the other years since she already had the means to obtain them. Ruth Ann stated we had paid Reynolds \$36,000.00 in 1998 to grout and seal 147 manholes and repair 1 septic tank.

Kay distributed the plan submitted by maintenance that was to indicate where our worst leaks were.

Debbie made a motion to table this discussion until the next meeting due to Thelma having a lot of information on this subject as well and not being able to be present today. Russ seconded the motion and it carried unanimously.

New Business:

Ruth Ann gave an update on the dialogue between the tax accountant and the audit accountant that the board had requested last year. The main discrepancy was how we listed our assets with their appraised value rather than historical cost. There was also discussion regarding our capital leases with members and the market value gain passing to the lot owner rather than the association. She was also informed by the audit that we couldn't use the loss of dues in the cost of the lot when we foreclose. The only expenses we can record are what checks were written for. All depreciation was shown in one year (2003) which caused balance sheet from 2002 to 2003 to look different. The balance sheet is not considered for tax basis. She stated we never had historical costs due to the day lodge, shower house, etc. being given to us by the previous owner. They could be determined, however, by searching through the Burgess files. Another concern by the audit was that the tax return is not proven back to the P&L and balance sheet.

There was discussion regarding Cash basis versus Accrual basis of reporting. Ruth Ann asked member Tonya Carter who is an accountant for her opinions on which accounting method we should use. Tonya explained that the Cash basis is easier but her concern was that if we ever needed to borrow money from a bank they require financial reports on Accrual basis. Ruth Ann stated we had already borrowed money from Bank One and they accepted the Cash Basis reporting and she felt there would not be a problem.

There was discussion about changing tax accountants and Tonya stated it is best to change every 2-3 years. However, she would not suggest changing until 2005.

Russ made the motion to continue on the Cash Basis reporting and appraisal costs. Debbie seconded the motion and it carried unanimously.

Debbie made the motion to have Ruth Ann investigate new tax accountants and report back to the board at the next meeting. The motion was seconded by Russ and carried unanimously.

Roberts Rules of Order - Debbie stated she had obtained a book of Roberts Rules and was studying it. She asked the board members to familiarize themselves with the Robert's Rules as stated in our by laws because we had adopted those to use to conduct meetings. She was particularly concerned with the side talking of members making it difficult to get the minutes recorded correctly and it also showing disrespect to the member who had the floor. She felt it could improve the efficiency and length of our meetings if we adhered to the rules. Debbie will make a cheat sheet for the board referencing which motions need seconded and such.

Debbie explained the Minute Books she and Kay were compiling and showed the Indexes in the front of the books for easy reference to find the motions passed. All other correspondence and pertinent information will be in the Secretary's Books. She had prepared one for the years that Ruth Helmerich was secretary and would continue with that process.

She distributed a report listing policies that had been made by motions. She referenced that in Robert's Rules it stated that any time a motion passed regarding a procedure that the organization would follow it became a policy or standard rule that had to be followed until a new motion was passed to rescind or amend it. She will continue to update this report with all minutes Kay has found from previous years as well as continue with current year.

John stated the Wildridge had received a visit from an OSHA representative due to a complaint filed on Feb. 19, 2004 regarding employee safety while working in the lift stations. He referred to the report from the OSHA representative. Kay fully understands what has to be done and will keep board updated on completion of all requirements and if she needs any help. She will file for an extension if necessary.

Ruth Ann wondered if we might consider doing away with the pool attendants to keep us under the 11 employee limit and then we would not be under OSHA jurisdiction. It was decided we would discuss this at the next meeting.

Member Questions:

Curtis Tyler Lot 283

Q: How much does AD&D cost the park per employee?

A: AD & D cost is \$.75 per employee and \$3.75 total. Life insurance costs at total of \$48.60 per month. We have 4 employees on the health insurance that Wildridge pays \$310.00 per month per employee.

Q: Could you read the rule for canvas carports?

A: Secretary read the rule

Q: I told Kay, our manager, 4 months ago about 5 illegal carports and would like to know why nothing has been done to bring them into compliance with the rule.

A: Kay has sent letters to some of them, most are in Florida and will probably take them down when they get back. Wildridge has the right to remove them and Kay will have canopies removed after notification.

Q: What is the total square footage that a person can build on an empty lot?

A: Rule was read and discussed, the question was concerning a lot without a camper.

Q: Why did our Building Committee give a permit to build a metal carport on an empty lot when the square footage of the metal carport is more than the rule allows.

A: It was determined that the lot in question is Lot 210. John and Kay pulled the file and determined that the total under roof sq. footage did not exceed the 1500 sq. ft. allowed.

Q: Why is the water not being turned on by April 1st. The board out front says April 5. He was told when he bought his lot it is always turned on by April 1st and that is what his papers say. If it is not going to be turned on by then he wants a reduction in his dues.

A: The member handbook states the water will be turned on "around April 1 weather permitting". April 1 is a Thursday, the decision was made to start on the following Monday since there are usually leaks that have to be fixed and everyone's water would more than likely not be on and running properly by that weekend and it would not be fair for some lots to have water and others not.

The next meeting will be held on April 17, 2004

Ruth Ann made the motion to adjourn, it was seconded by Debbie. The meeting adjourned at 4:25 PM

Minutes by _____

Date Amended: _____

Date Approved: _____

Wildridge Association
Email Meetings of Board of Directors

March 18, 2004

Subject: Swimming Pool Repair:

The motion was made by Ruth Ann and seconded by Garry Mills to approve an additional \$5500.00 to Jay-Kem to replace the return lines for the swimming pool and it carried unanimously.

March 29, 2004

The motion was made by Thelma Wade and seconded by Ruth Ann to sell lots 85 & 340 for \$4500.00 plus 2004 dues. The motion carried unanimously.

Submitted by: Debbie Meadows

Amended: _____

Date approved: 4/17/04

Amended

Wildridge Association
Board of Directors Meeting
General Session
April 17, 2004

Amended

The meeting was called to order by President, John Mitchell at 9:08 AM

Members Present: John Mitchell, Garry Mills, Ruth Ann Retenneller, Debbie Meadows, Thelma Wade, Russ Segraves & Gene Riley

John Mitchell announced the resignation of board member Bill Pray and introduced Gene Riley as appointed to take his place.

Secretary's Report: Debbie read the minutes from the March 8, 2004 meeting and the following corrections were made: Treasurer's Report was amended to explain the amended December 2003 financial report. The decision to invest some funds in 90 day CD was amended to state that it was following standard policy.

New Business: Dialogue between tax accountant and audit accountant was amended to add "verses operational leases" change "foreclose" to "sell against the taxable income generated".

Ruth Ann amended the discussion between her and member Tonya Carter to be in reference to appraisal costs versus historical costs. Answer to member question regarding carport on lot 210 to include lot 209 also to be in compliance with the 1500 sq. ft. rule.

Motion was made by Russ Segraves and seconded by Garry Mills to approve the minutes as amended and it carried unanimously.

Debbie read the minutes from the March 18 & March 29, 2004 email meetings. A correction was made regarding the sale of lots 85 & 340 to read \$4500.00 each not total.

Motion was made by Russ and seconded by Ruth Ann to accept the minutes as amended.

Treasurer's Report: Ruth Ann handed out the March financial report. There was a question regarding the total cost of the swimming pool repair. It was determined that the estimate was for \$16,970.00 and an additional \$5500.00 was approved for additional repair not in original estimate. Russ explained that it had not been a firm estimate. Ruth Ann pointed out on page 9 of the report that the interest of \$274.38 on the restricted funds in the Morgan Keegan account was due to the purchase of the 90-day CD. There was no Small Claims Court business to report.

Ruth Ann had invited financial advisor, Mitch Shirrell, from Morgan Keegan to present to the board investment options for the restricted funds. He explained the difference between US Treasury Bills, Bank CD's and Municipal Bonds. He favored the Municipal Bonds and explained they rolled over every 7 days so that in case of an emergency the funds could be available for withdrawal if necessary. He also explained the difference between Primary and Secondary CD's. Ruth Ann explained that the CD's that Wildridge purchases are secondary CD's. Mitch covered the historical return on long term mutual funds and broker fees.

Manager's Report: Kay Robinson was busy with a steady flow of members in the office, therefore, John read the manager's report.

Russ Segraves presented the proposal on the security camera system. We will purchase the system from a wholesaler and we will install it. Dean Roberson will supervise our maintenance crew or volunteers for the installation. Motion was made by Ruth Ann and seconded by Gene Riley to have Dean check with supplier to make sure this system will work with present infrastructure and advise Russ to proceed with purchase not to exceed \$2100.00 plus tax.

Committee Reports: John stated Mark Doran would finish the lot numbering project started by Bill Pray.

Debbie gave an update on the following committees:

By Laws Review committee had offered to prepare Member Handbook and distribute.

Abandoned Lot Committee - Debbie asked if Jennifer had approved the letter and survey to send. John misunderstood that he was supposed to send it to her. It was decided that Debbie would send it to her for her approval before the committee would proceed.

Newsletter Committee will meet later today to lay out the spring issue. Debbie asked the board members to please have their letters emailed to her by Wednesday, April 21. The newsletter will be distributed to board members on April 24 and prepared for mailing on May 1.

Russ stated he had not been able to find a real estate lawyer to answer our questions regarding the present building codes in Wildridge. Ruth Ann had been referred to two lawyers that she felt might be helpful. It was decided that Russ would contact them to determine the cost involved to have one come and meet with the board to answer our questions and report at the next board meeting.

Old Business:

A. By Laws & Rules Revisions - Debbie stated her confusion regarding Jennifer's letter about the previous revisions on the election of officers at the annual meeting. She also expressed her concern regarding referencing the Indiana Code 22-13 in the building codes. After discussion it was decided that we would delete the reference to the code and Debbie would write to Jennifer regarding the question of election of officers. Russ presented the minutes from the executive session September 11, 1999 in which the motion passed regarding the removal of RV's from a member's structure. He felt it should be included in the rules. Ruth Ann felt it should be listed in the Policy Book but not in the rules yet until we had received direction from a real estate lawyer. Debbie was instructed to make sure it was listed in the policy book.

B. MO Rewards from Morgan Keegan account - The motion was made by Debbie, seconded by Ruth Ann to offer them as a drawing for members present at the annual meeting and it carried unanimously. Debbie will explain it all in the next newsletter.

C. Sewer Infiltration - Thelma presented charts indicating the amount of infiltration in the past 2 years. It was determined the cost to Wildridge was significant and warranted researching the option of relining the sewer lines. Thelma will work with the maintenance crew to determine the worst lines and contact companies for estimates on relining and present at the next meeting. Ruth Ann requested that the time spent with maintenance personnel be tracked.

D. Pool Attendants - there was discussion regarding whether to continue providing pool attendants. It was determined that we needed to keep them and it would be up to the manager to make sure they did their job according to guidelines set. It was decided they should wear an orange vest to identify them. Kay will be instructed to buy 2 orange vests.

E. New tax accountant - Ruth Ann is still researching, will report at next meeting.

F. Member Handbook - The By Laws Review Committee will assemble the handbook. Debbie asked the board members to email her their instructions as to what they felt the handbook should include.

The motion was made by Ruth Ann and seconded by Thelma to amend the 2004 budget to include \$22,000.00 for pool repair and \$2250.00 for the security cameras and it carried unanimously. Ruth Ann made note that the funds would be borrowed from the restricted funds and paid back January 1, 2005.

New Business:

- A. Audit of Financial Records - Debbie suggested having a committee made up of members with accounting experience perform the audit before Ruth Ann's term of treasurer ends. Ruth Ann agreed as long as the members were competent. She wants the full year of 2003 and 2004 through August 10 reviewed. Debbie recommended having Tonya Carter and Mark Doran head the committee and will find other competent members.
- B. New procedure to handle member's questions during open meeting: Debbie made the recommendation that we handle member's questions according to how long it would take to provide the answer. If it is a question that can be answered quickly the board will do so at the meeting, however if it is a question that requires research or debate, the member will receive the answer in writing or it will be put on the agenda for the next meeting. All board members agreed.
- C. New computer for gatehouse: John stated the computer at the gate house is unfixable and needs replaced. There was discussion regarding the system needed to run the gate and what was needed to accept the software. It was decided that Ruth Ann would contact ADT to find out what system would be needed and look into possibly a used system. Debbie expressed the urgency in this because some new members have not been given gate cards. Ruth Ann will work this out with Kay to get resolved.

Member's Questions:

Curt Tyler Lot 283

- Q: What came out of the illegal cloth carports that I asked about in the March meeting?
There is one that even moved the stop sign to make room for their carport.
- A: Members will be contacted. Kay will be instructed to have maintenance men move all stop signs back to their proper location.
- Q: I have not been shown the rule that says you can turn the water on April 5 instead of April 1st. I also never asked for a reduction in my dues.
- A: The secretary referenced the information in the existing handbook. There is no rule other than as weather permits. The secretary will amend the minutes of the March meeting to say "You raised my dues and then cheated me out of a weekend of camping"
- Q. In the March open meeting our board instructed our manager to visually inspect every ULV.
My question is how can someone receive a sticker when their golf cart is still at their home?
- A. The manager gets very busy with the constant flow of members wanting ULMV stickers.
A new system will be set up having the guards do the inspection and writing the member a

receipt that they will take to the manager, present their insurance certificate , pay fee and receive their tag.

Other 5 questions will be answered in writing.

The motion to adjourn was made by Debbie and seconded by Ruth Ann and carried unanimously. The meeting adjourned at 1:25

Submitted by: _____
Secretary, Deborah Meadows

Date Amended: _____

Date Accepted: _____

Wildridge Association
Board of Directors Meeting
General Session
May 8, 2004

The meeting was called to order by President John Mitchell at 9:02 AM

Members Present: John Mitchell, Garry Mills, Debbie Meadows, Russ Segraves, Thelma Wade and Gene Riley

Secretary's Report: Debbie read the minutes from the April 17, 2004 meeting. The following corrections were made: Ruth Ann requested the time Thelma spent with maintenance on the sewer infiltration project be tracked. Thelma questioned the statement regarding moving stop signs in the answer to a member's question regarding carpports. Debbie explained there had been discussion regarding that issue at the same time and she would clarify that in the minutes. The motion was made by Gene and seconded by Russ to accept the minutes as amended. The motion carried unanimously.

Treasurer's Report: In Ruth Ann's absence, John distributed the April 2004 financial report. There were no questions from the board regarding the report.

Manager's Report: In Kay's absence, John read the manager's report. Debbie questioned the vending machines. It had been decided that two would be ordered, one for the day lodge and another for the pool area, however, the report indicated only one for the day lodge. John said he would check with Kay regarding it but thought that she had said we could get only the one.

Garry Mills stated that all guards need trained on operating the emergency generator. John stated we needed new software for the gate cards and ADT had been contacted. He expressed his concern regarding the longevity of the current computer operating effectively and said we may still need to purchase a new one.

Committee Reports: Debbie updated the board on the following committees:

Financial Review Committee - Three members have been identified and 1 more would be assigned. The member's names would be given to Mark Doran and he would schedule the date with plenty of notice to Ruth Ann so she could see that the records they needed would be available.

Member Handbook Committee - The committee would meet on May 22 to discuss what should be included and begin work on the first draft. She asked board members to please submit to her their ideas of what should be included.

Abandoned Lot Committee - Jennifer had approved the letter and survey to be sent out. Ruth Ann had said she would show Kay how to do mail merge into the letter. Debbie stated when that was done they could be mailed out and we would wait for the results to proceed with the committee.

Old Business:

- A, By Laws changes - Debbie reviewed the changes made at the last meeting and confirmed that Jennifer had made the requested changes. The motion was by Gene Riley to adopt the revised Rules & Regulations stating he wanted it noted he did not agree with the inspection of ULMV's. The motion was seconded by Thelma Wade and carried unanimously.

The motion was made by Gene Riley and seconded by Thelma Wade to adopt the revised By Laws And it carried unanimously.

The secretary will insert the revised pages received today and copy for all board members.

Thelma gave update on sewer infiltration project saying she had spent 1.5 hours with Reggie on Monday since Rick did not come in that day. She has reviewed the videos and will be contacting companies for estimates on relining.

- B. Uniforms for security – this was covered in the manager’s report. They will begin wearing the uniforms on May 28. Debbie asked about the name tags as was originally decided on, John said he would check with Kay to see if they had been ordered.
- C. Orange vests for pool attendants – this was also covered in the manager’s report.
- D. Longer 24 volt electric line for pool cleaner – Kay is working with Jay Kem on this
- E. Vending machines for day lodge and pool area – this was covered in the manager’s report
- F. Move stop signs back to proper locations – John will check with Kay on this but thinks they cannot be moved due to culverts

New Business:

- A. Flowers in planter at gate house –
John said last year Kathy Mills had planted the flowers and would be willing to do so again. Thelma said that member Sue Burk had said she would help also. The board instructed Garry to have Kathy purchase the flowers and submit the bill for reimbursement.
- B. Monthly bill for unauthorized dusk to dawn light.
Member had contacted the office regarding a security light he had put on the Electrical pole behind his property as it is an area where kids are known to cross over into Patoka Station and wanted Wildridge to reimburse him the \$7.00 monthly fee.
It was determined that no board member had authorized the member to do this. The motion was made by Thelma, seconded by Russ to advise the member Wildridge would not reimburse him for this. The motion carried unanimously.
- C. Newsletter deadlines and approval
Debbie reminded the board of the policy regarding the board approving the newsletter and that it should not be shown to other members before publication. Her concern was that there would be members upset if some were seeing it before it was available for all. She also stated the committee would be setting the deadline for articles, member’s letters, etc. up by at least a week due to it causing too many late night hours for her to get it ready in just a couple days as has been in the past. The deadline each quarter will be posted on the board on the day lodge. The only exception will be the financial report as it can be added easily. Gene asked how much it cost to have additional pages for member’s letters and at who’s discretion was it whether the member’s letter would be included or not. Debbie stated it depended on how many pages there were in the whole scheme of the publication. It was printed on 11 X 17 pages both sides so it had to be divisible by 4 or it sometimes could be added as a single page 2 sided. The cost varied but this last one probably added only \$20 or so. She also explained she had been instructed to allow anything a member wanted to put in it. It was unanimous with the board that the committee would edit all material and decide whether it was appropriate to publish the member’s comments or not.
- D. 36 “ walk behind mower – John Mitchell brought up the discussion regarding selling the mower since we could not get the employees to use it. We would probably recover less than half of what we paid for it. It was decided to keep it for now as an emergency back up.
- E. Temporary carport of a certain member - John stated the next problem regarding carports would be regarding Charlie Gibbs because it was not 20’ back from road. Debbie stated that carport had been there for several years before the rule was made last year and since we had allowed it we could not do anything about it now. If his immediate neighbors were not having a problem with it she did not understand why a member who couldn’t even see it unless he drove by the place had such a problem with it. All board members agreed that the member could keep his carport up.

G. Deliveries of items, i.e. prescription medication coming to Wildridge – John stated it had been brought to his attention that members were having their prescriptions delivered by UPS and the guard on duty was having to sign for them and didn't feel comfortable with this. The motion was made by Thelma, seconded by Garry to advise these members that security will not sign for any type of deliveries and they need to make other arrangements. The motion carried unanimously.

H. Problem last weekend caused by poor drainage on some lots – Debbie asked what could be done to avoid problems like last weekend with poor drainage on some of the lots. There are instructions regarding how the members must put in catch basins every 20 ft. and how to install a catch basin so it will catch surface water but nothing stating it has to be done.

Member from lot 667 was allowed to speak regarding this issue of her lot being blamed on the problem. She stated she had just purchased the lot from a family member who had paid Wendholt (who was a Wildridge approved contractor) to fix the drainage problem. Thelma informed the member that Wildridge does not approve contractors, we only require proof of insurance to do work in Wildridge. John said management couldn't make members fix their drainage problems unless another member complains.

Members Questions:

Jeff Gayhart Lot 163

Q. Electric feed off of my breaker box. They are trying to make my weatherproof LB a junction box. When maintenance pulled the breaker, the plastic LP connector fitting was damaged and should be replaced and made watertight. Also my water hook up I would like to have it moved away from electric box, someone got shocked last week.

A. Maintenance will be instructed to fix it since we caused the situation.

Golda L. Nelson Lot 307

Q. Would you consider putting a new sewer across the street from me (in front of lot 402)? This would Help eliminate the stagnant water that stands there and it would flow freely along the edge of my property into the big drainage ditch in the back.

A. Board member will go look at it and advise the member of lot 402 what needs to be done.

Mark Doran Lot 224

Q. What is the situation with construction equipment on lot

A. Court date is set for June 18

The motion to adjourn was made by Gene Riley, seconded by Thelma Wade and carried unanimously. The meeting adjourned at 10:40 AM

The next meeting is scheduled for June 12, 2004

Submitted by _____
Deborah Meadows, Secretary

Date Amended _____

Date Accepted _____

WILDRIDGE BOARD OF DIRECTORS MEETING
MAY 8th, 2004

1. CALL TO ORDER 9:00 AM
2. SECRETARY'S REPORT OF APRIL 17TH, 2003 BOARD MEETING
3. TREASURER'S REPORT
4. MANAGER'S REPORT
5. COMMITTEE REPORTS
6. OLD BUSINESS
 - A. By-law changes
 - B. Uniforms for security (Kay will report)
 - C. Orange vest for pool attendants (Kay will report)
 - D. Longer 24 volt electric line for pool cleaner (Kay will report)
 - E. Vending machines for day lodge and pool area (Kay will report)
 - F. Move stop signs back to proper locations
7. NEW BUSINESS:
 - A. Flowers in planter at gate house
 - B. Monthly bill for unauthorized dusk to dawn light!!!!
 - C. Newsletter deadlines and approval
 - D The 36 inch walk behind lawnmower
 - E.
 - F.
8. NEXT MEETING JUNE 12TH, 2004
9. MOTION TO ADJOURN TO THE EXECUTIVE BOARD MEETING.

Wildridge Association
Board of Directors Meeting
General Session
June 12, 2004

The meeting was called to order by President John Mitchell at 9:03 AM

All members were present.

Secretary's Report: The minutes from the May 8, 2004 meeting were read. There were no corrections. Russ Segraves made the motion and seconded by Garry Mills to accept the minutes as read, the motion carried unanimously.

Debbie Meadows read her statement regarding some problems between members of the board and what she felt were unprofessional actions of a member and unfair treatment of another board member. John Mitchell stated there had been miscommunication among the board leading up to this incident.

Ruth Ann Reteneller stated her feelings regarding the exaggerations made by Thelma Wade while working in the office regarding the statements explaining the 8 member concerns: 2 members objected to not getting the final \$5.00 discount, 2 wanted to trade the rebate for dues owed, 1 their check had not cleared, 1 check had a 3 digit number in the memo portion which she took as a lot number and it was applied to the wrong lot. One was billed twice and she could not remember the other. She also stated a member had told her Thelma had told them we had such a mess in the billing but Ruth Ann was working on it.

John Mitchell ended the discussion stating we had aired our grievances and the board needed now to pull together and work together.

Thelma asked Ruth Ann why there was a signed check in an unlocked file cabinet and asked when the last time was that she had seen it. She also explained that members would not make a second long distance call which is why she took the messages and she did not say things were such a mess.

John Mitchell stated the check was in the file due to the safe not always working properly and we sometimes had a difficult time getting it opened. They felt the check was safe there because no one knew it was there and it required two signatures.

Ruth Ann stated the point is that it was in a drawer marked with her name and no one had the right to go into that drawer without permission. It was an emergency check for the manager as well as herself in case she needed it sometime when she had not brought checks with her. That particular check had been in there about a month and payment had been stopped. She expressed her concern that Thelma wanted to empty her own trash on her last day in the office. Kay had used the emergency check about a month ago.

John Mitchell stated the safe had been repaired again and was working properly. He asked the board to bury their differences and work for Wildridge. There has been hurt in the past that may be responsible for the way things are today. He feels that everyone needs to pull their socks up and go on and think of Wildridge rather than number one. Now that everyone has aired their grievances it is time to move on rather than go on and on and accusations are made that are going to make matters worse. Thelma tried to speak again but Beaver interrupted stating it was time to end this and go on. She was allowed to apologize to all board members except Ruth Ann. She regrets the unprofessional behavior on her part but felt she was being attacked.

Treasurer's Report: Ruth Ann passed out the financial report and explained some entries on the report. She pointed out that our business expenses were up due to office supplies and legal fees. She also pointed out that the \$55,000.00 budgeted for taxes and it turns out that all taxes due by December 31, 2004 will equal \$55,181.94. Next year taxes will be \$32,599.00. She also pointed out that the sewer costs have steadily increased as Thelma had already stated. She feels something has happened and Forest, Deano and Reggie are working on this issue and hopes they will come up with a plan to fix this problem.

Small Claims court date is July 23, we have four in foreclosure and 2 we are unable to locate. They have paid partial dues and will probably be in foreclosure next year. She expressed some problems in working with the Crawford County courthouse due to their move to the new location but keeping records at the old one.

Debbie stated when she spoke with Betsy and Tucker & Tucker she stated she had called Kay regarding some paper work she needed in order to proceed on 2 cases she was working on. Debbie told her to call John. Ruth Ann will inquire with Jennifer regarding this issue.

Thelma presented data regarding the sewer infiltration. She pointed out a trend in the infiltration. She has been working on the project since last year. She showed some comparisons between years that indicated a much increased cost between the past year and current year.

Debbie explained the reason no infiltration was showing during summer months last year was due to us using so much water to refill the pool daily. She also asked Thelma to include in her report the precipitation each month.

John Mitchell stated there were no sewer systems that did not have infiltration but he knows ours is excessive and Thelma is working a project on getting the lines relined to reduce our infiltration.

Manager's Report: Uniforms by security are being worn. We did get the orange vests for pool attendants. The longer cord for the pool cleaner was solved with the purchase of a different pool cleaner. He is still trying to contact Krodel for the vending machine. Stop signs cannot be moved due to culvert locations. Flowers were planted at the gatehouse. Debbie asked about the nametags for the security guards. John stated that had fallen through the cracks and he would check on it.

COMMITTEE REPORTS:

Thelma asked to be kept informed as to what Forest, Deano and Reggie were finding on the sewers since this project had been assigned to her. John stated Reggie was checking the manholes each time we get a heavy rain and recording the water levels.

Abandoned Lots – Debbie stated she was not sure where we stand on this issue. She had given the list and the letter to Kay. She asked Ruth Ann if she knew if the letters had been sent. Ruth Ann stated she did not believe they had. Debbie gave Ruth Ann an updated list and asked her to check the status of the lots to see if they were in foreclosure or up for sale. Once Ruth Ann reports back on this, she will mail out the letters and surveys. Jennifer has already approved them.

Financial Review Committee: Debbie presented the board with the list of members and their qualifications. List will be given to Mark Doran who is heading up the committee and he will set up the date and inform Ruth Ann in time to get the records here. Thelma and I will arrange lunch for the committee so their work will not be interrupted.

Member Handbook – Debbie read the minutes from the May 22nd meeting. The committee made several revisions to the first draft. She stated they were working on more ideas and would meet on June 19 to finalize for presentation at the July board meeting. She stated she had received no feedback from the board members for ideas.

Newsletter Committee – deadline for next newsletter is July 12 with the exception of the financial report that can be added later.

Block Captains – only 4 members have volunteered. Maybe we could change name to “Member Representatives” and post in newsletter. Ruth Ann asked if board members were not considered member representatives. Debbie expressed her concern that members might be hesitant about going to a board member rather than another member. John stated he did not understand why they would not want to come to a board member while other’s said that some members have no problem complaining to board members.

OLD BUSINESS:

Tax Accountant - Ruth Ann contacted Kevin Keough who performed our financial review and he accepted our account beginning for 2004 Taxes.

Real Estate Lawyer – Russ is having trouble getting the lawyer who was referred to return his phone calls but he will keep trying. He recommended that we have the new board elected in August be the board that meets with the attorney. All members agreed this would be appropriate.

OSHA Report: Ruth Ann and John had telephone conference with Beth Jewell and Tim Crouse. She stated the fines had been reduced from \$4800.00 to \$1200.00. We have until July 31st to put programs in place and have been offered free consultation. Russ stated he would have access to the confined spaces statement for employees to sign. Ruth Ann explained that we will be having professionals to come in to do the work but it was explained that we would be the host employer and needed to get from them the confirmation that they have a plan for their employees working in confined spaces in Wildridge. Another thing that OSHA pointed out that we had nothing in place regarding protective equipment. John had asked if they would be coming back on a follow up and they stated they probably would not. She will get all material formulated and present to board for their improvements. Russ asked about ditches being confined spaces and Ruth Ann said they did not confirm that as a confined space. Beaver asked if we develop a Lock Out Tag Out program if we would still owe the \$1200.00. Ruth Ann stated they would. Thelma asked if we were going to get professionals in to do sewer digs or were our employees going to do it. John stated we would hire professionals to do all major sewer repairs. Debbie asked if we had received the revised report stating the \$1200.00. Ruth Ann stated we had received a revised bill and it had already been paid.

Security Cameras – Russ gave an update on the security cameras, all the materials are here and Deano will be installing. Debbie had a question regarding placement of the cameras and Russ explained where the cameras would be located and what they would record.

Minute Books: Debbie stated they are done being organized and indexed. She found 3 dates to be and stated the dates of 4/14/01 Executive, 9/8/01 Executive and 11/3/90 and asked members to check to see if they had them. She recommended purchasing an inexpensive book case to put in the executive board meeting room for the general meeting minutes to kept for members to look at them if they so desired. She recommended that the executive meeting be kept in the locked closet in that room.

Policy Manuals - Debbie pointed out the Policy manuals she had passed out to all members stating these were policies made by motions passed regarding procedures and policies on a permanent basis. She asked members to look over the policies and bring their concerns or questions to the next meeting. Ruth Ann expressed her concern that we are not presently following some of these policies and asked if we needed motions passed to amend or rescind these policies to which Debbie confirmed. Ruth Ann also advised all members to read through these policies prior to the next meeting.

By Laws & Rules: Debbie stated she had tried to record the by laws at the court house but was informed that the board member's signatures needed notarized. She had contacted Betsy at Tucker and Tucker and she faxed a revised page with the notary statement. A notary was available here today and immediately following the meeting all board members needed to sign the rules so they could be notarized.

NEW BUSINESS:

Weather warning sirens – Debbie stated she had been informed that the weather sirens were to remain on throughout the duration of a tornado warning. On Sunday, during Memorial Day weekend we had been under a tornado warning and she was informed by a member who was at the Day Lodge that someone had come in and turned it off. John confirmed that it was to remain on.

The motion was made to establish the policy that the siren remain on throughout the duration of a tornado warning by Debbie, seconded by Thelma and it carried unanimously.

Ruth Ann made a note for the 2005 budget to purchase additional sirens.

John stated the operation of the pool without attendants seemed to be working well. He does however have a concern about toddlers wandering in the pool when the gate is left open. He has inquired into the cost of spring loaded hinges and safety latch, which would be approximately \$200.00. The motion was made by Russ, seconded by Garry and carried unanimously to purchase and install the safety latch.

Candidates for board of directors – John stated to date we had no resumes for candidates for the board of directors. He asked members present to consider stepping forward. Debbie advised the board she had received one resume. John stated we needed at least one more. The deadline is tomorrow.

Letter to members regarding pool attendants. Debbie stated John had instructed her to compose a letter to members regarding the absence of pool attendants. She had faxed it to Jennifer who made a couple of revisions and it is now ready to be mailed. She offered the Member Handbook Committee's assistance in preparing it for mailing next Saturday but needed mailing labels. She asked Ruth Ann if the membership roster had been updated. Ruth Ann stated she did not know how up to date the roster was but she could run labels out of Quick Books.

The motion to adjourn was made by Gene Riley, seconded by Garry Mills and carried unanimously. The meeting adjourned at 10:35.

Wildridge Association
Board Of Directors Meeting
General Session
July 10, 2004

The meeting was called to order at 9:15 AM by John Mitchell

All board members were present, manager Brian Segraves was also present.

Secretary's Report:

The secretary's report was read by Debbie Meadows and the following corrections and or additions were made: Page 1 regarding the emergency check, Ruth Ann corrected the minutes to state "Kay had used the emergency check about a month ago". Page 2 corrected to state "Betsy at Tucker & Tucker". Abandoned lot committee was corrected to state "Debbie will mail out the letters" Page 3 Deadline for OSHA programs was corrected to state we had a July 15th deadline on all with exception of Lock Out Tag Out which deadline is July 31st. "for their improvements" was deleted after material formulated and present to board. Ruth Ann's answer to Beaver's question regarding the \$1200.00 fine was corrected to state "we" would still owe the fine not "they". The omitted word "missing" was added regarding Minute Books.

Ruth Ann commented on the information Betsy from Tucker and Tucker had asked for was information regarding the pending lawsuit. Russ questioned whether the question regarding the restrictive covenants being filed at the courthouse that was needed for this case had been resolved. Ruth Ann stated she had faxed the copy Debbie sent her showing they had been recorded to Jennifer and Debbie had also mailed a hard copy but she had not heard any more from Jennifer regarding the status.

The motion was made by Russ Segraves to accept the minutes as corrected. The motion was seconded by Beaver Riley and carried unanimously.

Treasurer's Report:

As Ruth Ann passed out the financial reports she stated she had been busy giving the audit committee all the detailed records they needed to complete their work. She explained to Brian which pages of the report needed to be put in the display box and explained how to handle requests from members for the detailed reports.

She explained in detail for Brian the bank accounts listed on the report and the procedure to close out from the current acting manager and the new manager. She also explained procedures for the petty cash account. She explained the accounts receivable entry and undeposited funds. She explained in detail the balance sheet and profit and loss statement. She explained the difference between the operating funds and restricted funds.

Ruth Ann pointed out some differences between this year and prior year. Thelma asked for a copy of the last sewer bill. Brian questioned the 15,000.00 percent increase in repairs. She did not have her computer to pull up details on account but explained she was in the process of transferring that information onto the computer in his office and he would be able to access that information.

Ruth Ann questioned the last bill received from Jay Kem. She had not paid the bill because she understood that part of the service was to provide us with an operations manual. John stated we had received the manual and it was ok to proceed with payment. He stated there would be additional work done on the pool but it would be separate from the original bill. He explained additional problems with the operation of the pool and what needed to be repaired further, stating it would cost approximately \$1000.00.

He also recommended getting a maintenance contract with Jay Kem to winterize pool because he feels we caused the damage by winterizing ourselves. Russ questioned whether we needed to replace the sand mid-year. John explained how sand would be replaced and the time involved and then it should last 3 - 4 years. Russ asked Ruth Ann if we could find \$1000.00 in the budget some where. She said it was a needed repair and we were obligated to find it. She stated we could use the restricted money if necessary and pay it back on January 1.

Debbie asked if the next report could show us where we were in comparison with the budget. Ruth Ann stated she would try to get that done.

Ruth Ann also questioned an invoice she received for light bulbs. She questioned Kay regarding the bill and Kay advised her that the bulbs had been ordered by Rick. She stated we have received another invoice and have spent a total of \$1400.00 for over 300 light bulbs. John has spoken with the company and advised them to ship no more light bulbs. John recommended that we establish a purchase order system. It was decided that Brian would contact the company and advise them we will not pay without a signed contract. He will take an inventory and sell excess on Ebay or to a distributor. Ruth Ann suggested using a stamp on the invoices to process for payment. Ruth Ann will postpone payment of the invoice and await the board's instruction. The last shipment is still in the box and can be returned.

Ruth Ann stated there is a sheriff's sale on July 27 for 2 of the lots foreclosed on. Brian will attend the sale and Jennifer will handle the bidding amount, which will be sufficient to cover all expenses incurred. Brian questioned how they came to owe such excessive amounts. Ruth Ann explained the small claims court procedure on foreclosures. She will be attending small claims court on July 23 on 30 cases. The lots going up on the sheriff's sale are lots 649 & 353.

John read the manager's report. He also thanked board members and members who volunteered and helped get the pool ready and keep everything running smoothly.

The security system has been installed by several members and it is a great system. He introduced new manager Brian Segraves.

Brian stated he was here to be accountable to board members and members. His office will be open from 7:30 – 4:00 PM Thursday – Monday. John said Brian is a quick learner and he has been very impressed with him. Ruth Ann thanked John and Ruth Mitchell for all the work they have done in the office.

Debbie asked for a list of all current employees for the newsletter. Brian stated he would get that to her.

Committee Reports:

Debbie handed out the first draft of the Member Handbook. She explained the samples given to board members. There was \$500.00 budgeted, the small size of the handbook is approximately \$230.00 for 650 copies and the larger is approximately \$450.00. She stated she would like to see these available for members to pick up at the annual meeting. She reminded the board that Jennifer had suggested keeping a record showing the member had received the rules. We could have a signature sheet at the annual meeting and then have them available in the office for around 30 days and then send the balance by certified mail. She asked the board to email her with suggestions and corrections before the next meeting so we could vote on it at the August 7 meeting which would give her time to get them printed for the annual meeting. She plans on putting it in the newsletter that they will be available at the annual meeting.

Old Business:

Policy Manual - We had suggested at the last meeting that all board members go over the policies and we would amend, rescind at this meeting. Most members had not had time to look over them and Ruth Ann made the motion to table this until the next meeting. It was seconded by Russ and carried unanimously.

Thelma stated she had mentioned at last meeting about seeing a hose running into the main sewer line near lots 223/224 and feels it should be investigated and get it disconnected and fixed promptly. The motion was made by Ruth Ann, seconded by Beaver to have maintenance identify which lot it is on and the manager would send a letter to the member advising them it needed to be fixed within 10 days or maintenance would repair and bill them. The motion carried unanimously. Thelma also asked for an update on sewer drop & manhole repairs done since she had been given the map by Kay. She stated her intentions were to have all information on one consolidated map and have her report ready for the next meeting. The president accepted that Thelma could make a map for her own work but reinforced the importance of having only one map each under the control of the manager that represents the status of electric, sewer, etc. He said that too many maps necessitated maintenance on all maps and leads to confusion about which map is the "real" map. This work properly falls under the role of manager.

New Business:

Ruth Ann stated the audit committee of 4 members had been formed. One has resigned and the remaining 3 had requested extensive information and she feels it will be a thorough audit. She expressed her concern that a letter

expressing board concerns and directions had been written without the knowledge of the board. Based on the terminology in the letter that the purpose of the audit was to establish trust between the members and the board. She asked the board to clarify if that trust had been broken or never established given the overwhelming support she had received in three elections and during the survey of the membership requesting an audit. She also asked that the report given by the secretary in September be amended to include numbers from the survey because those numbers had been left off of the report.

Debbie explained her actions as she had been in charge of establishing the committee and felt she needed to communicate to them due to a misunderstanding that had occurred.

Russ did not feel the letter was singling out any one board member.

Ruth Ann advised Debbie that in the future this type of matter needed to be brought before the board and not handled by just one member of the board.

Maintenance Contract Proposal:

John presented a proposal for maintenance of the lift stations by Messmer Mechanical. Beaver asked what the bill was for the repair of the breakdown on July 3. John stated we had not received the bill yet but this contractor had always been reasonable in their charges. Having reviewed the proposal, the question was raised as to the cost of this not being in the 2004 budget. Beaver Riley made the motion to accept the proposal beginning January 1, 2005 and to put it in the 2005 budget. Garry Mills seconded the motion and it carried unanimously. Ruth Ann asked Brian to get the OSHA compliance record from Messmer Mechanical in the meantime. Brian stated he would also secure the Certificate of Insurance as well.

Thelma questioned the pool pump room being a confined space and even though OSHA did not put it on their report she feels we should identify it as such. John stated the chemicals were actually in another room. John said the next board should consider getting a yard barn to store the pool chairs and chemicals because the air return was in the room where the chemicals are now being stored.

OSHA – Ruth Ann referred the board to the schedule of compliance with the OSHA regulations. Beaver will complete the lock out tag out information and Ruth Ann will get with Brian to complete the report and get it faxed to OSHA.

There were no questions from the members present.

Next meeting will be August 7, 2004

The motion to adjourn was made by Beaver, seconded by Russ and carried unanimously. The meeting adjourned at 11:20 AM.

Minutes submitted by: _____
Deborah Meadows, Secretary

Date Amended: _____

Date Accepted: _____

JULY 10TH, 2004

MANAGERS REPORT:

On July 3rd, the front sewage lift station got clogging in it again. Messmers was called in and got it cleaned out and put in our backup pump. The damaged pump has been taken in for repair. The tall lots and contract lots have been mowed and taken care of. Limbs have been chipped and leaves have been collected throughout the park several times. Maintenance has repaired several water leaks, sewer repairs, and numerous electrical repairs.

Reggie Pruitt, our maintenance man has stepped in and has taken the lead doing a great job in catching up a lot of needed repairs. We have a new mowing/maintenance man and two new security personnel has also been hired to begin working this weekend. The manager position has now been filled after sorting through 22 resumes and interviewing about 9 potential candidates. Brian Segraves was selected and began training on Friday, July 9th.

Joseph McDonald

WILDRIDGE BOARD OF DIRECTORS MEETING
GENERAL SESSION
JULY 10TH, 2004

1. CALL TO ORDER 9:00 AM
2. SECRETARY'S REPORT OF JUNE 12TH, 2004 BOARD MEETING
3. TREASURER'S REPORT
4. MANAGER'S REPORT
5. COMMITTEE REPORTS
6. OLD BUSINESS
 - A. Review of policies and member handbook.
 - B.
 - C.
 - D.
 - E.
 - F.
7. NEW BUSINESS:
 - A. Establishing trust?
 - B. Maintenance contract.
 - C. IOSHA
 - D
 - E.
 - F.
8. NEXT MEETING AUGUST 14TH, 2004 (ALL MEMBER MEETING).
9. MOTION TO ADJOURN TO THE EXECUTIVE BOARD MEETING.

Wildridge Association
Board of Directors Meeting
General Session
August 7, 2004

The meeting was called to order by President John Mitchell at 9:05 AM

All members were present; manager Brian Segraves was present as well.

The minutes of the July 10 meeting were read by the secretary, there were no corrections or additions.

Beaver asked John if we had received the bill for the lift station pump repair over the 4th of July weekend. John stated the invoice was for \$1740.00. Beaver addressed the membership present advising them it had cost them this amount for someone's panties and T shirt that ended up in the pump.

Russ asked Brian for an update on the light bulbs. Brian stated the last shipment received had been returned and he had asked Reggie and Joe to get a count on the inventory left so we could make a decision on what to do with them.

COMMUNICATION

John asked Brian if we had received the last bill from OSHA he replied that it had been faxed to Ruth Ann per her request.

The motion to accept the minutes as read was made by Beaver, seconded by Russ and carried unanimously.

The treasurer's report was read by Ruth Ann. She stated that as always when we meet on the first Sat. of the month the financial report cannot be completed in time and that it would be available at the annual meeting next Saturday. She stated Wildridge did not owe any taxes for 2003. She got a list of equipment to the insurance agent and the policy comes due August 16. There will be a rider in the policy now to cover the equipment if it leaves Wildridge property as well. She stated there were 30 cases that had gone to small claims court. There were 2 lots sold at the sheriff's sale and Wildridge recovered the money invested in the lot.

The manager's report was read by Brian Segraves as attached. Ruth Ann requested that the issue of his performance be discussed in the executive session as this is an employee issue and such issues are always reserved for that session. Brian felt it should be matter of public record, John Mitchell stated we would discuss it in the executive session. Brian offered his resignation, Beaver called for a point of order to end the discussion.

There was discussion regarding the construction of the parking area for the shelter house. It was determined that the work will be done correctly and the building permit has been issued.

Debbie questioned the work Brian stated had been done by Messmer Mechanical. John explained it was for the back lift station not the front one that had been repaired over the 4th of July weekend.

Thelma Wade gave a report from the sewer committee with details on the sewer infiltration situation. The board was in full agreement that the infiltration is a very serious concern that will be addressed by the board this fall. She presented a report of the results of the sewer video done back some years ago. She explained there had been some repairs done since the video. She will work with Reggie to get the plans marked up to date as to what areas have been repaired. Other board members expressed their concerns regarding the infiltration as well. Thelma explained that we need maintenance to check all the manholes after a heavy rain to determine where our worst areas are. She expressed that the sewer repair will be an ongoing project that will take several years to complete but if we can start with the worst areas we can begin to cut down on our infiltration costs. Ruth Ann expressed that Reggie was willing to come in after a heavy rain even if it was on the weekend and she feels paying the overtime is worth it. Ken Trauchber of lot 441 offered his assistance in checking the manholes.

Beaver Riley gave an update on the road paving project. He is waiting for contractors to call him back. He will be addressing the areas that need done this year. John offered him a map of the areas he felt needed to be done. Section A is fine but sections B & C need attention. There was discussion regarding chipping verses paving.

Member Handbook – Debbie stated the committee had finished their work and submitted it to the board for approval. She had asked at the last meeting for all board members to look it over and call or email her with corrections or suggestions. She stated Beaver was the only one who had contacted her. Russ offered a correction. She went over the corrections and suggestions. There was discussion over which size of book to print and the cost difference as well as the cover page being done on colored paper. Russ made the motion to have 1000 copies of the small version of the handbook printed and color of cover would be at Debbie's discretion. Beaver seconded the motion and it carried unanimously.

Debbie stated to follow the suggestion made by Jennifer Tucker that we keep documentation to prove the members had received them she would have a couple members of the committee set up a table at the annual meeting to distribute the handbooks. They would then be kept in the manager's office until approximately Labor Day and the remaining would be mailed. Ruth Ann stated that if we mailed them by first class mail and kept a copy of the labels that would suffice as proof of distribution.

Policies and Procedures – Debbie made the motion to table the discussion on the policies and procedures until the new board convenes. Russ seconded the motion and it carried unanimously.

Maintenance Contract for lift station and HVAC maintenance. Debbie stated we had decided at the last meeting that we would wait until it was in the 2005 budget. Ruth Ann asked when they would need to do the maintenance on the furnace and if it could wait until the budget had been established for 2005. It was decided that the new board will contact Messmer to approve the contract for the 2005 budget year.

Member Questions:

Q: Dean Roberson Lot 5 Can we go back to records for our flow meters to get which line has the most flow?

A. John stated he did not see how that would tell which line other than if in front or back of park.

Q. Ken Trauchber Lot 441 Stop sign is not readable at lot 441 & 437, bushes obstruct view of golf cart drivers. The bushes need trimmed or removed and stop signs replaced or faded.

A. John said he did not understand why people plant them that close to the road and we have in the past asked members to cut them back. He stated as far as the stop signs being faded, maybe some members could volunteer to restore them by painting. Beaver stated there were some stop signs in the maintenance area.

Q. Ken Trauchber Lot 441 Would like to see golf cart rule changed back to age 12. It is the teenagers that are causing the trouble. If you take away everything the kids have to do you're going to have problems. When you have liability insurance on them it takes the liability off of Wildridge. Rules are not being enforced uniformly.

A. There was much discussion regarding the rules and you have to have them. We were advised by our lawyer that we have to have rules on the books and try to enforce them to keep from being sued successfully.

Q. Mike Haddon Lot 259 What is going on with the park not being able to keep a manager.

A. This will be discussed in the executive session.

Q. David & Norma Gould Lot 264 Why will the board not help the social committee with improving the park.

A. The board will work with the social committee if they submit proposals to the board before the budget is prepared.

Q. Landreth Lot 482 same as lot 259

A. Already answered

Q. Irene Alstott Lot 76 same as lot 259

A. Already answered

With no other business to discuss, the motion to adjourn was made by Ruth Ann and seconded by Beaver. It carried unanimously and the meeting adjourned at 10:58 AM.

Submitted by: Debbie Meadows
Debbie Meadows, Secretary

Date Amended _____

Date Accepted: _____

Maintenance

Since our last meeting I have spoken with Eli about the "sink hole" he created on lot # 273; he immediately got Rick and they went out and started repairing the hole with concrete cinder blocks and a steel grate. Eli has left the barricade in place because he said he needs to do some welding on that grate and will get to it as soon as possible. Reggie and Joey has be working extremely hard on helping in maintaining the pool, continuing on their mowing and making sure that all the chipping of downed limbs has been done. I made sure that I got them the supplies they needed in order to do the required maintenance on our vehicles, being spark plugs, oil, oil filters, and air filters. I had Reggie dig out a section of aluminum piping down at the Shelter house in order for the social committee to working on the golf cart parking they wish to install. They will be installing an 8-inch pipe where the original aluminum pipe was and connecting into their concrete clean-out box they will be installing.

Security

Security has been maintaining a solid schedule with the exception of an employee that is no longer with us who did not show up for his required shift. I filled in for the 12-8 shift that he did not show up for and got Robert to cover the shift for the next day of 4-12 in order for myself to get some rest. Robert has been coming along well as I had him sit with Misty this past Tuesday in order to reiterate to him what things needed to be done on a regular basis and where he could find things like the generator and storm alarm, etc. We have been cracking down on the underage operators of golf carts and seem to be making a difference as several park members have taken notice. I myself along with security have been attempting to keep an eye on the actions of some of our younger park members who have been getting in trouble. I would like to also point out that 2 weeks ago during the week I closed the pool for the day due to the actions of some of the children occupying the pool who were diving and skateboarding into the pool and refused to stop.

Management

After our recent big storm in my beginning week I came back to find that our back Lift Station was out of commission and that the electricity in the back of the park was out. I immediately called the Dubois REMC and asked them to come fix the problem and they stated that it could be Friday before they made it out. I told them I needed to speak to a supervisor and informed them that we had a lift station out and the fact that the sewer would soon flow over if something was not done before the start of the weekend. They sent out a repair crew within 1 hour and had the electric up and running. I proceeded and called Messmer's mechanical because the pumps in the lift station were not working and they kept tripping the breaker. Messmer's sent out two repair men who immediately fixed out problem and prepared the station for a new set of brackets to be installed. I

have corresponded with security and maintenance in the best way possible in order to find out what their thoughts and ideas were for how to improve the park. I have continued to help security in backing them up in any tickets and warnings they write as to not under mind their ability or integrity. I mailed off my application for a notary bond and used my own money due to some debate about who should be responsible for this expense. I used the petty cash on hand to by supplies for maintenance that had built up over the past couple of months and spend some of my own money due to the fact that I needed more items than I had petty cash for.

WILDRIDGE BOARD OF DIRECTORS MEETING
GENERAL SESSION
AUG 07TH, 2004

1. CALL TO ORDER 9:00 AM
- ✓2. SECRETARY'S REPORT OF JULY 10TH, 2004 BOARD MEETING
- ✓3. TREASURER'S REPORT
- ✓4. MANAGER'S REPORT
- ✓5. COMMITTEE REPORTS
6. OLD BUSINESS
 - ✓A. Review of member handbook.
updated
 - ✓B. Policy Manual
update for new board
 - ✓C. Road Paving Update
 - ✓D. Maintenance Contract. (sign it)
(clean-out pit, pump truck, SERVICE)
 - E.
 - F.
7. NEW BUSINESS:
 - A.
 - B.
 - C.
 - D.
 - E.
 - F.
8. NEXT MEETING AUGUST 14TH, 2004 (ALL MEMBER MEETING).
9. MOTION TO ADJOURN TO THE EXECUTIVE BOARD MEETING.

WILDRIDGE ASSOCIATION, INC.

2905 N. DILLARD RD.
BIRDSEYE, IN 47513

(812) 685-2489
FAX (812) 685-2238

EMAIL wildridge@tds.net

June 21, 2004

Mark Doran and Financial Review Committee

Dear Mark and members:

There seems to be some confusion as to the task you have been chosen for. The board of directors made the decision to forego a professional audit in lieu of the work we are asking of this committee.

Since there will be a change in treasurers for the next year and the fact that the books have never undergone a complete audit, we are asking for a thorough detailed audit of the 2003 records. The enclosed outline is a guideline for what is needed however the dates and board members listed have changed.

Our main goal in this audit is to provide a trust between the board and the members of Wildridge in showing them that their dues are going for the purpose intended, to maintain the park.

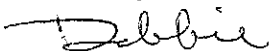
As a result of your audit, you will provide a report to the members at the annual meeting on August 14 and be able to answer any questions they may have regarding the report.

In speaking with some of you, it appears that the only Saturday available for you to meet before the annual meeting will be July 10, which is also the day of the regularly scheduled monthly board meeting. If this is the case, we can arrange to set you up in the executive board meeting room and we can conduct our business in the office unless you can arrange to have it at another place in the park.

Mark, please get with Ruth Ann to let her know when to have the 2003 records to you and let me know once you have established the date. As I told you previously, we will arrange to have lunch brought to you on that day so you can keep plugging away.

The board is very appreciative of this volunteer committee and will assist in whatever way we can. We look forward to your report at the annual meeting.

Sincerely,



Debbie Meadows
Secretary, Board of Directors

297 votes
no totals

**Wildridge Association
Board of Directors Meeting
General Session
September 11, 2004**

Members Present:

Mark Doran	Debbie Meadows, Pres	Gene Riley
Elmer Smith	Russ Segraves, V.P.	Thelma Wade, Treas.
Donna Muir, Sec.	Brian Segraves, Mgr	

Guest:

The meeting was called to order by President Debbie Meadows at 9:00 a.m.

Debbie asked for us to take a moment of silence for what had happen three years ago today.

The secretary's report of the August 11, 2004 meeting was read and Russ Segraves made a motion to accept the minutes and was 2nd by Mark Doran. The motion carried unanimously.

Thelma gave the treasurer's report. Russ asked if the pool repairs had been paid for, yes on the 2nd page of the treasurer's report.

Thelma stated that they did increase the change fund from \$120 to \$150. Thelma reported on Court date on Small Claims, we had 5 that were satisfied and 1 dismissed and 6 continued until November 2004.

The motion was made to accept the treasurer's report by Mark Doran and 2nd by Donna Muir, the motion carried unanimously.

Brian Segraves gave the managers report, the report is attached.

We had no committee reports

We went thru the Policy Manual page by page and policy by policy, several were reworded and several were rescinded, the updated is attached.

Had discussion of gate system, the monitors and surge protectors are in and the amplifier is going to be in next week. We will discuss updating the system at the October 2, 2004 budget meeting.

Brian gave a report on the status of the sewer infiltration and will check on getting someone to come in and give estimates on the cost of problem area's that need to be checked.

Beaver stated that he was meeting with A.R. Choate with Choate Paving at 10:00 a.m. Beaver will report back to the board after the meeting.

Brian received a bid from Wolfe on putting in a trash compactor instead of dumpsters we will discuss during the budget meeting in October.

Had discussion of the current website for Wildridge, Brian will check into getting a new web address and site established.

Brian presented a Worksheet of Lot inspections that he is going to assist the maintenance employee's to complete. It includes checking condition of Sewer hook ups, condition of Water hook ups, if lot owner is on own power or park power, condition of Electrical hook up and condition of Downspouts.

We had one question from Don Foster at Lot #237, Rocks behind the fence need to be checked. Brian is going to check with Don on this matter since he was not available when the question was read.

The motion to adjourn was made at 10:24 p.m. by Beaver Riley and seconded by Thelma Wade, motion carried unanimously.

Submitted by: Donna Muir, Secretary

Date amended

Date

Manager's Report September 11, 2004

Over the past month we have been taking the necessary steps to have a safe and happy Labor Day weekend. We rented a 30yard roll-away dumpster to be used to help curb the amount of domestic trash we have left on the ground in the maintenance area. Maintenance removed the tree in front of the shelter house to make it more accessible for the night at the races. The tall mow lots we mowed to prevent any complaints by neighbors or any other park members. Extra security was scheduled in an effort to make the park safe for everyone holiday.

For the most part the weekend went as planned we spent a couple hours on Saturday tending to the electrical breakers that were over-heating and I had to call Reggie in to fix a breaker which had to be replaced due to a break in the electrical line. We had two security guards on shift for Saturday & Sunday night and I along with security helped to patrol the park.

Maintenance

I have had maintenance & Elmer working with me to prepare a plan for the repairing of the sewer lines and sewer drops. We have decided that 95 drops need to be replaced/fix and 920 ft of sewer line needs to be repaired/coated. I have talked with Bodine which was formerly Clean-Tec out of Evansville on getting a price to film the lines and have an outside contractor they use coat them. They will be contacting me on Monday with a price quote on this he said that we are looking about \$1.25 a foot for filming and an additional \$1.25 a foot to coat them.

I will be working on getting price quotes from other contractors for this.

I reviewed last years sewer repair chart and have found that a lot of the work was never completed.

Management

We are still working on the repair of the gate system, and are still attempting to print of the database in an attempt to keep and retain the card info to prevent future problems. I will have before the October budget meeting the three prices on replacing the system.

WILDRIDGE ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION
SEPTEMBER 11, 2004

1. CALL TO ORDER 9:00 AM
2. SECRETARY'S REPORT OF AUGUST 7, 2004 BOARD MEETING
3. TREASURER'S REPORT
4. MANAGER'S REPORT
5. COMMITTEES REPORTS
6. OLD BUSINESS
 - A. Review of Policies
 - B. Security System Update
 - C. Gate System Update
 - D. CD Purchase
 - E. Status of sewer infiltration project
 - F. Status of road resurfacing project
 - G. Messmer's Insurance Certificate & OSHA Compliance
 - H. Preparation for budget meeting October 2
 - I.
7. NEW BUSINESS
 - A. Proposal for Trash Removal
 - B. Wildridge Website
 - C. Maintenance Schedule for Winter
 - D. Property Taxes
 - E.
8. NEXT MEETING OCTOBER 9, 2004 (BUDGET MEETING OCTOBER 2)
9. MOTION TO ADJOURN TO THE EXECUTIVE BOARD MEETING

**Wildridge Association
Board of Directors Meeting
General Session
October 9, 2004**

Members Present:

Mark Doran		Gene Riley
Elmer Smith	Russ Segraves, V.P.	Thelma Wade, Treas.
Donna Muir, Sec.	Brian Segraves, Mgr	

Guest:

The meeting was called to order by ~~Vice~~ President Russ Segraves at 9:02 a.m.

Russ read the resignation letter of Debbie Meadows from President and from the Board of Directors, will discuss in executive session of filling the vacancy.

Donna Muir read the minutes from the August meeting minutes were approved as read.

Thelma Wade gave the Treasurer's Report; we had no extra expense other than utilities.

Small Claims date for November has been postponed until January of 2005. Thelma will get with Brian of what he needs to do during the process.

We do have 2 lots for foreclosure, waiting on the paperwork from the attorney.

Wildridge did buy back lot 323 for cost of what was owed. Will have to contact a locksmith to come out and replace lock on trailer door. Will wait until we receive the court papers from the courts.

Thelma made a motion to check with the accountant of writing off items for depreciation, that exceeds \$1000. Motion seconded by Mark Doran, motion carried.

Motion made from Mark Doran to accept Treasurer's report, seconded by Beaver Riley, motion carried.

Donna Muir stated she would begin working on the information for the winter newsletter needs input from the board, Donna will contact previous committee members to see if they are still interest in participating on the committee.

Brian gave his manager report, report is attached.

Brian stated that they got the problem fixed on lot 307; the cost was approximately \$60.00.

When maintenance is checking sewer drops, maintenance will fix members lines and keep the cost separate. That way we can charge the members for cost of repairs on their lines.

Thelma Wade stated that she appreciates Brian going thru and getting figures and plans of fixing the sewers.

We need to start the sewer project this fall before winter and the rainy season.

Beaver Riley made a motion to have Brian contact Reynolds for the filming of the sewer lines, Elmer Smith seconded, motion carried.

Brian gave update on information received and needed for OSHA; Donna offered to help Brian if needed.

Beaver talked about the paving project to be done by Green Paving, the cost is not to exceed \$30100.00. Project is to begin on Monday, Oakwood or Timber crest to be paved last incase the funds run out.

Thelma brought up the hold up on the credit cards; it shows with the bank that Doug Boone is the owner and manager of Wildridge. We need to remove this before the bank will approve credit cards.

Brian stated that his hours will be changing November 1; they will be Monday – Friday 7:30 a.m. to 4:30 p.m. These are so that he can oversee the maintenance crew on their winter projects.

Thelma Wade made a motion that we need to notify the members that effective January 1, 2005, the guards will no longer raise the gate for anyone. Members must swipe cards or present ID to the guard for the gate to be raised, Donna Muir seconded, motion carried.

There were no questions from the members therefore, Donna Muir made the motion to adjourn at 10:08 a.m., seconded by Thelma Wade, motion carried.

Submitted by: Donna Muir, Secretary

Date amended

Date

Managers Reports 10/9/2004

Over the past few weeks I have been working with maintenance in order to get the park ready for the winter months. Jay-Kem has come in and made the required parts to winterize the pool and should be here on the week of 10/11-10/15 in order to show us how to close the pool for next year. I have gone ahead and had conduit ran by the shower house in order to have our pay phone moved to within camera view. I have contacted CBC (who controls the pay phone) and have made them aware that we have made the arrangements to move the phone and need them to come in to close it up.

Status of sewer repairs - We have filled the hole back on lot # 307 and found that after repairing it, that it is no longer leaking. We now have two companies that can do a repair of the sewer lines with Reynolds out of Orleans, IN being the cheapest. Reynolds will run about \$50-55 a foot where as the other would be \$75 a foot. This past week Joey McDonald and I went and got one of our Hepatitis shots and will be scheduled to go back on November 4; Reggie has completed his and will not need to go back. I also ordered about 400 ft of PVC from Betz Brothers that should be here the first part of next week for sewer drop repairs and individual repairs.

Lot inspections - I have started inspecting the lots for sewer, water, and electrical hazards due to the condition of some of the lots that I have repaired and witnessed maintenance repairing. I have not gotten very far on this but hope to get the completed by the end of the month.

OSHA- I have received all the paper work from OSHA in order to setup our programs for Chemical safety, breathing devises, and fire extinguishers. I am retyping the programs send to us, as we will adopt these as our own and have employees sign signature pages on these in order to state we have a program in place. I have received the info for an OSHA training course and would like to register to take a class so that I am more knowledgeable in this.

Security- The 8th was Sandy Rickard's last day of work as she is now going to have back surgery. I have put in place a schedule to replace her for the duration of her absence and hopefully it will run smoothly.

**Wildridge Association
Board of Directors Meeting
General Session
November 13, 2004**

Members Present:

Mark Doran
Russ Segraves, V.P.
Ron Hart

Gene Riley, Pres.
Thelma Wade, Treas.
Brian Segraves, Mgr.

Elmer Smith
Donna Muir, Sec.

Guest:

President Gene Riley called the meeting to order at 9:00 a.m.

Donna Muir Red the minutes from the October meeting, minutes were approved as read with Russ Segraves making the motion Thelma Wade seconded.

Thelma read the minutes from the special meeting concerning the Muir overhang. Russ made the motion to accept the minutes as read seconded by Elmer Smith, motion carried.

Thelma Wade gave the treasures report, it was approved with Elmer Smith making the motion and Ron Hart seconded, motion carried. Utilities went down about ½ for the month of October. Thelma will email the board the monthly statements during the winter months.

Taxes are due by March and Thelma will keep the board informed by emailing us.

Small claims Court date is January 21, 2005, Brian will be attending of behalf of the Park.

We have 4 Certificate of Deposits maturing this month. Ron Hart made a motion to take half and put into long term and take the other half and invest short term, seconded by Mark Doran. Motion carried

Brian gave the managers report during the last two weeks they have completed the water shut off procedures. The maintenance guys are picking up leaves on Fridays. They have 90 sewer drops to complete. Brian is sending out three certified letters to lot owners that need to fix sewer connections if they do not complete them within the time limit mentioned they would be billed for the expenses if Wildridge Maintenance has to do the work.

Reynolds will be out the last week of December for filming of the sewer lines. Invoice will be billed in the year 2005, they will camera all 880 feet and give us the best way to fix the joints.

Road Paving is done in the park with the total cost being 35,374.85, 31,744.00 as the cost to Wildridge and the remainder the cost to the Social Committee. Ron Hart made the motion to pay 30,100.00 to Reynolds for the paving as contracted. Seconded by Mark Doran, motion carried. C R E K E N I N T

Credit cards have been ordered for the Officer's and Brian. When Brian receives them he will forward them on.

Had discussion on computers, need to purchase new computer for the office and take the old one to the Guard Shack. Russ Segraves made the motion to purchase a new office computer from Dell for 783.00, Mark Doran seconded. Motion carried. Russ Segraves made a motion to purchase a new laptop for the Treasurer from Dell for 978.00. Ron Hart seconded, motion carried. Elmer Smith made the motion to clean up the current laptop and give to Donna to use for Wildridge business. Ron Hart seconded, motion carried.

Motion to adjourn by Donna Muir at 10:44 a.m. seconded by Elmer Smith, motion carried.

Submitted by:

Donna M. Muir - Secretary