

**Wildridge Association  
General Session  
Agenda**

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

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Comments from Members

5. Committee Reports

6. Manager's Report

7. Unfinished Business

8. New Business

9. Next Meeting

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

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

Board Members Present

Mark Pavey, President (lot #17)                      Russ Segraves, Vice President (lot #37)  
Randi Snider, Treasurer (lot #32)                      Mark Doran, Secretary (lot #224)  
Jeanne Keller, Director (lots #22 and 38)

Board Members Absent

John Sharp, Director (lots #2 and 3) - Excused absence  
Ray Burton, Director (lot #220) - Excused absence

Park Manager

Steve Rayls.

Guests / Visitors

None.

**Informational attachments to meeting minutes:**

- President's General Session Meeting Agenda
- Financial Reports
- Liability Release (McFerran)

1. Call to Order

The general session meeting was called to order at 9:05 a.m. by President Mark Pavey and an agenda was distributed (see attached).

***Note:*** *An executive session was not conducted on March 13, 2010.*

2. Secretary's Report

The minutes from the December 12, 2009 general meeting, the December 12, 2009 executive session meeting and the January 9, 2010 special executive session were presented in writing to all Board of Directors members. Copies of the December 12, 2009 general meeting minutes were circulated to the audience attending the meeting. A motion was made to approve the Minutes as presented.

The motion passed by a 4-0 vote.

*Motion: Russ Segraves*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

### 3. Treasurer's Report

The Treasurer, Randi Snider, provided a brief discussion regarding the financial reports that were distributed (see attached). This included a summary form of both operating and restricted funds, along with bank account balances.

- Interest earned was included in the contingency fund.
- The budget for the restricted funds was set up for 2010.
- Restricted fund balance of \$295,805.76 will decrease when the expenses for the shower house renovation are deducted.
- Two lot lease transfers were processed.
- The current balance of operating funds available is \$209,062.67.
- Approximately \$204,105.00 dues are outstanding for 2010.
- Sewer infiltration costs are increasing now that the ground is thawing.
- All of the certificates of deposits (CD's) have matured and funds are being held in the money market account. CD rates are low and the Morgan Keegan advisors would like to meet with the Wildridge Board of Directors to discuss potential investment options.
- Randi Snider plans to obtain information for outsourcing the financial processing duties currently performed by the Treasurer. She hopes to have proposals by the April 2010 general meeting. The Treasurer position would still serve in an oversight role and be responsible for the fiscal administration of the association business,

### 4. Comments from Members

None.

### 5. Committee Reports

#### **A. Social Committee**

Representatives from the Social Committee were unable to attend the meeting, but do plan on attending regularly in the future to discuss information. President Pavey stated. Anyone willing to help with activities can contact the social committee President, Julie Zoll.

#### **B. Infiltration and Utilities**

John Sharp had an excused absence, but did forward information. President Pavey stated that water usage is at anticipated levels, and sewer infiltration is increasing. Winter electric use was lower than previous years. The Park provided electric service was turned on March 1<sup>st</sup>.

#### **C. Member Services**

Jeanne Keller stated that several building permits were being processed.

#### **D. Technology**

Ray Burton had an excused absence. President Pavey stated a proposal for improved and additional security cameras is anticipated for the April 2010 general session meeting.

#### **E. Records Management**

Mark Doran explained that an employee policy and procedure manual was issued in December 2009. Also, the Board is currently reviewing and updating the Park Member Rules and Regulations. The update will be available this Spring.

#### **F. Park Maintenance**

Russ Segraves stated that the shower house renovations are very nice and the swimming pool repairs are continuing. The Park water will be turned on the beginning of April, weather permitting. He asked that everyone be patient in case staff is delayed by leaks.

#### **G. Electric Connections**

President Pavey assigned a committee to consider electrical compliance and how Wildridge should administer this activity. An electrical connection handout for Wildridge members has been included on the website ([www.wildridgervresort.com](http://www.wildridgervresort.com)) and will be provided to new members.

### 6. Manager's Report

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

- The shower house renovation is completed at an estimated cost-to-date of \$23,297.83. A few more invoices / charges have not been posted yet and the cost of a part-time employee was not included in that amount.
- Dean Roberson (lot #5) has volunteered to install a remote thermostat in the shower house.
- Dubois Electric has completed trimming around the power lines.
- The contractor is beginning to install the new pool liner as of this meeting date.
- Maintenance is trying to catch up on duties delayed while they were working on the shower house renovation. They are working on leave removal and other duties.
- The Park water will be turned on the beginning of April, weather permitting.
- Maintenance will begin working on the sewer cap grade elevations again soon.
- Jay-Kem observed some cracks in the pool house fittings and provided a bid of \$512.62 to perform the repairs.

### 7. Unfinished Business

#### **A. Vending Machines.**

The snack and drink vending machines in the day lodge were removed. There is little revenue generated from these machines and the freshness of products is compromised due to limited use.

**B. Renovation of Shower House.**

The shower house renovation is completed.

**C. Update on Swimming Pool Repairs.**

A problem with a water pressure build-up beneath the pool and leaks in the liner were detected during the summer season. Wildridge authorized Jay-Kem Inc. to perform preparation and repair work for the swimming pool with an approximate total cost of \$43,940.65. This includes replacement of drains with new compliant drains that also contain pressure-relief valves, along with the installation of a new liner. Directional boring of 6 holes around the pool foundation will also be performed as part of the standard project. As the pool was winterized, it was found that the drains from the pool drains to the pump failed both air and water pressure tests, indicating a leak. Repairs of these lines cost approximately \$3,500.00 in addition to the other repairs, so these lines had been replaced in December 2009. The contractor is beginning to install the new pool liner as of the March 13, 2010 meeting date.

**D. Social Committee Sign.**

The social committee has been authorized to place an electric sign in the window of the Day Lodge to provide general information to Wildridge members, but the sign has not been placed yet.

**E. Lift Station Pumping-Out and Grinder Pump.**

The lift stations were pumped out the end of the 2009 season. The Manager will coordinate this with the selected vendor. The Manager has purchased an auxiliary grinder pump.

**F. Employee Policy Manual.**

An employee policy and procedure manual was issued in December 2009. It contains job requirements, employee benefits, general requirements and other information for Wildridge staff. Each employee signed an acknowledgment to document the receipt of a manual being issued to them.

8. New Business

**A. Ringer Lot (lot #563).**

The rights for lot #563 were liquidated at a Sheriff sale. Wildridge recovered costs / revenue with final proceeds of approximately \$4,433.99 after attorney fees.

**B. Wright Lot (lot #342).**

The Lease Holder of lot #342 signed over the lease to Wildridge.

A motion was made to accept closed bids on this lease property. A minimum bid will be determined by the Board, after inspection of the property. The minimum bid will be set before the property is offered for bidding. Bidding will be opened immediately for a period of approximately 30 days. The sealed bids will be opened at the close of the period and the Board of Directors will notify the winning bidder within a week. The

winning bidder shall provide a non-refundable deposit of \$1,000.00 and must close on the lease transfer within 30 days with payment in full.

The motion passed by a 4-0 vote.

*Motion: Randi Snider*

*2<sup>nd</sup> Motion: Russ Segraves*

*Yes: Unanimous*

*No: 0*

A group of four Board of Director members met after the general session to inspect the property. It was determined that \$12,000.00 would be an appropriate minimum bid, which would include lot dues for 2010.

### **C. Wildridge Named as Creditor in Lease Holder Bankruptcy.**

Wildridge has been named as a creditor in the chapter 13 bankruptcy for a lease holder. There is no current arrearage for lot dues and it is not certain how these actions may impact the Wildridge Association.

Randi Snider also explained that Board members Jeanne Keller and John Sharp have agreed to assist her with work on lease defaults. This Should help to save attorney fees for the association.

### **D. Day Lodge Membership Complimentary Internet Access.**

A motion was made to provide a seasonal complimentary wireless internet connection in the Day Lodge free of charge for Wildridge members. The cost of the service for Wildridge is approximately \$30.00 per month and the service will be active for the same seasonal period that Wildridge water is on, approximately April through October. This system will be administered separately from the secured system used to administer Wildridge business activities.

The motion passed by a 4-0 vote.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

### **E. Employee Policy Manual.**

A detailed Wildridge employee policy manual was developed to document the Wildridge Association operations as they relate to staff, policies, employee compensation, benefits, responsibilities and ethics. The employee policy and procedure manual was issued in December 2009 and each employee signed an acknowledgment to document the receipt of a manual being provided to them

### **F. Security System Update.**

President Pavey stated a proposal for improved and additional security cameras is anticipated for the April 2010 general session meeting. As explained in a previous meeting, the security consultant (Jay Papp, lot #355) suggested that a new DVR unit, separate from the day lodge unit, be installed at the gatehouse with three cameras (2

entering and one exiting the Park). The Day Lodge and common areas would receive six cameras with dome covers (2 in the day lodge, 1 monitoring the swimming pool, 1 monitoring the parking lot, 1 monitoring the exterior of the shower house, 1 monitoring the playground). Both the cameras at the day lodge and gatehouse would provide higher resolution quality and have connectively using internet access.

#### **G. McFerran Agreement.**

The 2006 Liability Release document (see attached) that was signed with Mr. John McFerran, the “ice cream stand” property owner, was discussed. The agreement allows Wildridge access to private property in exchange for some periodic cleanup. This access makes it easier for Wildridge to maintain Park drainage and the perimeter fence. The growth is down after the harsh winter and the electric utility company had just cleaned along the power lines, including cutting trees along the drainage ditch, which has made the area very accessible. If action is taken early, Wildridge staff should be able to maintain this area with existing equipment.

President Pavey intends to contact Mr. McFerran to notify him that Wildridge plans to provide the property cleanup, as well as, discuss extending the agreement that expires in September of 2010.

#### 9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, April 10, 2010, following the regularly scheduled Board of Directors executive session meeting at 8:00 a.m.

#### 10. Adjourn General Session

A motion was made to adjourn the general session.

The motion passed by a 4-0 vote.

*Motion: Russ Segraves*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: April 10, 2010 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Comments from Members

5. Committee Reports

6. Manager's Report

7. Unfinished Business

8. New Business

9. Next Meeting

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: April 10, 2010 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

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

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

Board Members Absent

None.

Park Manager

Steve Rayls.

Guests / Visitors

None.

**Informational attachments to meeting minutes:**

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

1. Call to Order

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

2. Secretary's Report

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

A motion was made to approve the Minutes as presented.

The motion passed by a 6-0 vote.

*Motion: Russ Segraves*

*2<sup>nd</sup> Motion: Ray Burton*

*Yes: Unanimous*

*No: 0*

### 3. Treasurer's Report

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

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

### 4. Comments from Members

*Member name: Jeff Gayhart*

*Lot #: 163*

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

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

*Member name: Bob Shaver*

*Lot #: 618*

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

### 5. Committee Reports

#### **A. Social Committee**

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

#### **A1. Lifestyle Activities**

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

#### **B. Infiltration and Utilities**

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

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

### **C. Member Services**

Jeanne Keller stated that seven building permits were being processed.

### **D. Technology**

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

The motion was not seconded, therefore failed.

*Motion: Russ Segraves*

*2<sup>nd</sup> Motion: None*

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

### **E. Records Management**

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

### **F. Park Maintenance**

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

### **G. Electric Connections**

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

## 6. Manager's Report

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

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

## 7. Unfinished Business

### **A. Update on Swimming Pool Repairs.**

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

### **B. Social Committee Sign.**

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

### **C. Wright Lot (lot #342).**

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

This lot will be offered for closed bid.

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

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

**E. McFerran Agreement.**

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

8. New Business

**A. Process for Purchasing Office Supplies.**

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

**B. Lifestyle Activities.**

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

**C. Outsourcing of Treasurer Duties.**

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

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

The motion passed by a 6-0 vote.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

**D. 2010 Infiltration Plans.**

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

9. Next Meeting

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

10. Adjourn General Session

A motion was made to adjourn the general session.

The motion passed by a 6-0 vote.

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Russ Segraves*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

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

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Comments from Members

5. Committee Reports

6. Manager's Report

7. Unfinished Business

8. New Business

9. Next Meeting

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

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

Board Members Present

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

Board Members Absent

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

Park Manager

Steve Rayls.

Guests / Visitors

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

**Informational attachments to meeting minutes:**

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

1. Call to Order

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

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

2. Secretary's Report

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

A motion was made to approve the Minutes as presented.

The motion passed by a 5-0 vote.

*Motion: Russ Segraves*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

### 3. Treasurer's Report

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

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

### 4. Comments from Members

*Member name: Tami McPherson*

*Lot #: 686*

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

*Member name: Debbie Webb*

*Lot #: 46*

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

*Member name: Jerry Thompson*

*Lot #: 48*

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

*Member name: Di Haffield*

*Lot #: 221 and 222*

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

*Member name: Bob Shaver*

*Lot #: 618*

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

*Member name: Tami McPherson*

*Lot #: 686*

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

*Member name: Jay Papp*

*Lot #: 355*

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

## 5. Committee Reports

### **A. Social Committee**

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

### **B. Infiltration and Utilities**

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

### **C. Member Services**

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

### **D. Technology**

Wildridge's volunteer technology consultant, Jay Papp (lot #355), had just installed a new computer to operate the gates at the Park entrance. He feels as though Wildridge should explore a new gate system. The current system is not backed up and there is a potential risk of failure. President Pavey requested that Mr. Papp obtain gate system estimates and this is in currently being performed.

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

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

The motion passed by a 5-0 vote.

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: John Sharp*

*Yes: Unanimous*

*No: 0*

### **E. Records Management**

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

### **F. Park Maintenance**

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

### **G. Electric Connections**

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

### **H. Lifestyle Activities**

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

## **6. Manager's Report**

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

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

## 7. Unfinished Business

### **A. Update on Swimming Pool Repairs.**

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

### **B. Social Committee Sign.**

The social committee has been authorized to place an electric sign in the window of the Day Lodge to provide general information to Wildridge members, but the sign has not been placed yet. This item will be removed from further agenda items.

### **C. Wright Lot (lot #342).**

Lot #342 was offered for closed bid, but none were received. The Lease Holder of lot #342 signed over the lease to Wildridge. A motion was made during the March 13, 2010 general session meeting to accept closed bids on this lease property. A minimum bid of \$12,000.00, which would include lot dues for 2010, was determined by the Board after inspection of the property. Bidding was opened for a period of approximately 30 days. The sealed bids were to be opened at the close of the period and the Board of Directors would notify the winning bidder within a week. The winning bidder shall provide a non-refundable deposit of \$1,000.00 and must close on the lease transfer within 30 days with payment in full.

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

The motion passed by a 5-0 vote.

*Motion: Russ Segraves*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

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

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

## 8. New Business

### **A. Presentation for New Security System.**

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

### **B. Computer for Guard Station.**

The volunteer technology consultant, Jay Papp (lot #355), had just installed a new computer to operate the gates at the Park entrance. He feels as though Wildridge should explore a new gate system. The current system is not backed up and there is a potential

risk of failure. President Pavey requested that Mr. Papp obtain gate system estimates and this is in currently being performed.

**C. Consider the use of Lot #255.**

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

The motion passed by a 4-1 vote.

*Motion: Russ Segraves*

*2<sup>nd</sup> Motion: John Sharp*

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

*No: Ray Burton*

**D. Outsourcing of Treasurer Duties.**

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

A motion was passed during the April 10, 2010 to obtain at least three bids for outsourcing the Treasurers processing duties. The Treasurer position would still serve in an oversight role and be responsible for the fiscal administration of the association business. Potential funding should be identified in the existing association budget.

**E. 2010 Infiltration Plans.**

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

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

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

9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, June 12, 2010, following the regularly scheduled Board of Directors executive session meeting at 8:00 a.m.

10. Adjourn General Session

A motion was made to adjourn the general session.

The motion passed by a 5-0 vote.

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Russ Segraves*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: June 12, 2010 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order
2. Secretary's Report
3. Treasurer's Report
4. Comments from Members
5. Committee Reports
6. Manager's Report
7. Unfinished Business
8. New Business
9. Next Meeting
10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: June 12, 2010 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, Vice President (lot #37)

Randi Snider, Treasurer (lot #32)

Mark Doran, Secretary (lot #224)

Jeanne Keller, Director (lots #22 and 38)

John Sharp, Director (lots #2 and 3)

Board Members Absent

Mark Pavey, President (lot #17), excused absence

Ray Burton, Director (lot #220), excused absence

Park Manager

Steve Rayls.

Guests / Visitors

Jay Papp, Wildridge Technology Consultant (lot #355)

**Informational attachments to meeting minutes:**

- General Session Meeting Agenda
- Financial Reports
- Manager's Report
- Proposals for Outsourced Financial Processing (Livesay Group, RE Pierce, Rodefer Moss)

1. Call to Order

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

The agenda for the June 12, 2010 general session were presented in writing to all Board of Directors members. A motion was made to accept the agenda.

The motion passed by a 4-0 vote.

*Motion: Jeanne Keller*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*

2. Secretary's Report

The minutes from the May 8, 2010 general meeting were presented in writing to all Board of Directors members. Copies of the May 8, 2010 general meeting minutes were circulated to the audience attending the meeting.

A motion was made to approve the Minutes as presented.  
The motion passed by a 4-0 vote.

*Motion: Jeanne Keller*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*

### 3. Treasurer's Report

The Treasurer, Randi Snider, provided a financial report (see attached) and distributed financial information. Ms. Snider commented on a couple topics.

- There is currently approximately \$295,000.00 in the restricted funds. As of the meeting date, no transfer had been processed to reimburse operating funds for the costs of pool renovation or shower house upgrades.
- Total funds available are approximately \$535,000.00.

### 4. Comments from Members

*Member name: Jay Papp*

*Lot #: 355*

The member commented that the volleyball net needed to be replaced. The manager explained that this should be completed for the July 4, 2010 holiday weekend.

*Member name: Ruth Sears*

*Lot #: 279*

The member commented that the stricter electric shutoff policy for the off-season should not be implemented. Members use camps during the winter for hunting and maintenance. She believes that electric is guaranteed as part of the lease agreement.

*Member name: Norma Gould*

*Lot #: 264*

The member expressed the same concerns as her neighbor on lot #279 regarding seasonal electric shutoff. She believes the Park should continue to administer on/off requests.

*Member name: Jerry Haffield*

*Lot #: 221 and 222*

The member expressed the same concerns as his neighbor on lot #279 regarding seasonal electric shutoff. He believes electric use is a management issue and that the Park should continue to administer on/off requests.

*Member name: Larry Roney*

*Lot #: 470 and 471*

The member expressed the same concerns as his neighbor on lot #279 regarding seasonal electric shutoff. He believes that electric is guaranteed as part of the lease agreement.

## 5. Committee Reports

### **A. Social Committee**

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

### **B. Lifestyle Activities**

Jerry Haffield (lots #221 and 222) presented information for Di Haffield, who serves as a volunteer coordinator for lifestyle activities. He explained that interest is increasing for euchre, line dancing, belly dancing and children's craft activities. Ping-ping and corn hole will begin soon. He mentioned that the tennis court area needs to be cleaned. He explained that the offer for a religious singer was declined due to scheduling issues and that a 50's dance was scheduled for July 17, 2010.

Donations to help support activities will be appreciated.

### **C. Infiltration and Utilities**

John Sharp provided a financial summary of utility information. Total utility costs have decreased \$27,805.00 from the same period last year.

### **D. Member Services**

Jeanne Keller stated that fourteen building permits were processed.

### **E. Technology**

Ray Burton had an excused absence and no report of technology activity was provided.

### **F. Records Management**

Mark Doran explained that the Board is currently reviewing and updating the Park Member Rules and Regulations. A workgroup has been meeting to complete the updates since January 2010. Minutes for four meetings during May 2010 were prepared.

### **G. Park Maintenance**

Russ Segraves explained that Park maintenance will be discussed as part for the Manager's report..

## 6. Manager's Report

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

- Memorial Day Holiday went well.
- Two resumes for the next Board of Directors election have been received. The deadline to submit a resume is June 13, 2010.
- Lease transfers have been going well.
- Compliance in purchasing ULMV stickers seems to be going well.
- Two new washing machines have been ordered for the laundry area. Jeanne Keller painted the laundry room.
- A new security system has been installed.

- Several grade elevation rings have been installed around manholes.
- The swimming pool deck was painted prior to the pool opening for the holiday.
- There are a couple openings for part-time positions.

## 7. Unfinished Business

### **A. Update on installation of New Security System.**

Jay Papp, Wildridge Technology Consultant (lot #355) discussed the installation of the security camera system by FCW Systems. All cameras are operational, but one at the guard house needs to be repositioned. One camera will be donated and one camera is being installed on the north side of the shower house.

### **B. Update on new washers.**

Two new washing machines have been ordered for the laundry area.

## 8. New Business

### **A. Outsourcing of Treasury Duties**

Randi Snider discussed information for outsourcing the financial processing duties currently performed by the Treasurer. A motion was passed during the April 10, 2010 to obtain at least three bids for outsourcing the Treasurers processing duties. The Treasurer position would still serve in an oversight role and be responsible for the fiscal administration of the association business. Potential funding should be identified in the existing association budget. Three proposals were obtained (see attached) from Livesay Group, RE Pierce, Rodefer Moss.

A motion was made to engage R.E. Pierce to administer fiscal processing in accordance with their proposal.

The motion passed by a 4-0 vote.

*Motion: Randi Snider*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

### **B. Painting of Lot Numbers on Street**

The Park will use volunteer services to have lot numbers painted on the street in front of each lot.

### **C. Pool Attendant.**

The manager is working to hire a pool attendant for weekend duty. This position will supervise the pool area and help maintain the day lodge, restrooms and playground.

### **D. Rules and Regulations Update**

The Board has been reviewing and updating the Park Member Rules and Regulations. A workgroup has been meeting to complete the updates since January 2010.

A motion was made to adopt the rules and regulations as updated by the Board of Directors workgroup during 2010 (revision effective June 12, 2010). The following changes should be reflected:

- Seasonal electric cutoff will not be addressed in the current revision, rather will be considered for future implementation.
- Verbiage should be included stating that building setbacks apply to both temporary and permanent structures, to include trailer tip-outs.
- Building height should be limited to 13 feet, measured from the high point of the individual lot for which the building permit is approved. Building height may be adjusted on a case by case basis for circumstances that are documented on a building permit (e.g., height of RV with air conditioner that could not fit under a 13 foot cover).
- Verbiage should be included that any Lease Holder filing legal action against Wildridge will be responsible for all applicable legal fees incurred by the Association.

The motion passed by a 4-0 vote.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Randi Snider / John Sharp*

*Yes: Unanimous*

*No: 0*

*Member name: Norma Gould*

*Lot #: 264*

The member inquired as to why there was a square footage limitation for buildings. Vice-President Segraves explained the need for drainage, parking and lot size limitations.

*Member name: Phil Scherschel*

*Lot #: 200*

The member inquired as to what happened if a combined lot building improvements exceed 1200 square feet, and the lots are later separated. Vice-President Segraves explained that the rules and regulations address this issue and each lot would have to comply before the separation could be processed.

## 9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, July 10, 2010, following the regularly scheduled Board of Directors executive session meeting at 8:00 a.m.

## 10. Adjourn General Session

A motion was made to adjourn the general session.

The motion passed by a 4-0 vote.

*Motion: Jeanne Keller*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: July 10, 2010 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Comments from Members

5. Committee Reports

6. Manager's Report

7. Unfinished Business

8. New Business

9. Next Meeting

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: July 10, 2010 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, Vice President (lot #37)

Randi Snider, Treasurer (lot #32)

Ray Burton, Director (lot #220)

John Sharp, Director (lots #2 and 3)

Mark Doran, Secretary (lot #224)

Jeanne Keller, Director (lots #22 and 38)

Board Members Absent

Mark Pavey, President (lot #17), excused absence

Park Manager

Jeanne Keller was available in her role of interim Park Manager.

Guests / Visitors

None.

**Informational attachments to meeting minutes:**

- General Session Meeting Agenda
- Financial Reports

1. Call to Order

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

2. Secretary's Report

The minutes from the June 12, 2010 general meeting were presented in writing to all Board of Directors members. Copies of the June 12, 2010 general meeting minutes were circulated to the audience attending the meeting.

A motion was made to approve the Minutes as presented.

The motion passed by a 5-0 vote.

*Motion: John Sharp*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*

3. Treasurer's Report

The Treasurer, Randi Snider, provided a financial report (see attached) and distributed financial information. Ms. Snider commented on a couple topics.

- Some 2010 dues were posted in the 2009 year.
- A new CPA is setting up financial processes and preparing informational reports.
- Asset depreciation is reflected on the balance sheet.
- A summary of operating and restricted funds was provided.

#### 4. Comments from Members

*Member name: Norma Gould*

*Lot #: 264*

The member commented on the cost of the pump motor recently purchased for the swimming pool and the possibility of repairing the old pump to serve as a reserve.

*Member name: Jerry Haffield*

*Lot #: 221 and 222*

The member commented that tools need to be purchased so maintenance staff can service pool repairs.

*Member name: Ruth Sears*

*Lot #: 279*

The member commented that the shower house renovation is very nice.

The member also commented that the stricter electric shutoff policy for the off-season should not be implemented. Members use camps during the winter for hunting and maintenance. She believes that electric is guaranteed as part of the lease agreement.

*Member name: Coy Saltsman*

*Lot #: 446*

The member commented that his golf cart was damaged / vandalized. The board of Directors recommended he contact law enforcement to report the incident.

*Member name: Larry Roney*

*Lot #: 470 and 471*

The member expressed the same concerns as his neighbor on lot #279 regarding seasonal electric shutoff. He believes that electric is guaranteed as part of the lease agreement.

*Member name: Norma Gould*

*Lot #: 264*

The member suggested that the Day Lodge and Shower House be secured at 11.p.m. to avoid abuse. She was informed that the Day Lodge is routinely locked at that time daily

*Member name: Jerry Haffield*

*Lot #: 221 and 222*

The member commented that the Day Lodge and Shower House be secured from 1.a.m. to 3 a.m. avoid abuse and allow for cleaning.

*Member name: Phil Scherschel*

*Lot #: 200*

The member inquired as to the usefulness of the security cameras in identifying the individuals vandalizing property.

*Member name: Coy Saltsman*

*Lot #: 446*

The member requested that the compactor dumpster be opened every day.

## 5. Committee Reports

### **A. Social Committee**

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

### **B. Lifestyle Activities**

Di Haffield (lots #221 and 222), who serves as a volunteer coordinator for lifestyle activities, presented information. She explained that interest is increasing for euchre, line dancing, belly dancing and children's craft activities. Ping-pong and corn hole will begin soon and that a 50's dance was scheduled for July 17, 2010.

### **C. Infiltration and Utilities**

John Sharp provided a financial summary of utility information. Total utility costs have decreased approximately \$33,000.00 from the same period last year.

### **D. Member Services**

Jeanne Keller stated that twelve building permits were processed.

### **E. Technology**

Ray Burton stated that the new security cameras have been installed and are being fine-tuned. Gate cards are being reviewed to ensure proper access rights.

### **F. Records Management**

Mark Doran explained that the Board is currently reviewing and updating the Park Member Rules and Regulations. A workgroup has been meeting to complete the updates since January 2010 and updates were approved during the June 12, 2010 general session meeting.

### **G. Park Maintenance**

Russ Segraves deferred the committee report to the Manager's report.

## 6. Manager's Report

The manager's report was presented by Interim Park Manager, Jeanne Keller. The following were noted.

- Two golf carts were stolen from lots and later recovered. One individual is pressing charges.
- The pool pump broke and was replaced. The life expectancy of a pump is approximately five years.
- Work is continuing on sewer infiltration and the water system.
- The exit gate spike system is failing. A replacement / repair costs \$1,316.00 and an entire new system costs \$912.00.
- Thanks to members who helped provide extra security patrols during the July 4<sup>th</sup> holiday weekend.

## 7. Unfinished Business

### **A. Update on installation of New Security System.**

The new security cameras have been installed and are being fine-tuned.

### **B. Outsourcing of Treasury Duties**

Randi Snider discussed information for outsourcing the financial processing duties previously by the Treasurer. A motion was passed during the June 12, 2010 general session meeting to engage R.E. Pierce to administer fiscal processing in accordance with their proposal. The Treasurer position will still serve in an oversight role and be responsible for the fiscal administration of the association business.

### **C. Accessibility Bars in Shower House**

An estimated cost of \$300.00 for grab bars was provided to be installed in 1 stall each (2 bars in each stall) in the men's and women's restroom.

### **D. Wildridge Lots for Sale.**

Wildridge is offering lots #255 and #342 for sale.

### **E. Candidates for Wildridge Board of Directors.**

Ballots for the Wildridge board of Directors are due by the general membership meeting on August 14, 2010. One vote per lot with membership in "good standing" is provided.

## 8. New Business

### **A. Pool Pump.**

The pool pump broke and was replaced.

### **B. Applications for Wildridge Manager.**

Approximately 20 applications have been received for Park manager. A special executive session is scheduled at 8:00 a.m. on Saturday, July 17, 2010 to discuss applications for Wildridge Manager.

### **C. Laundry Room Equipment**

A motion was made to purchase two new dryers from HH Gregg for the laundry area. The motion passed by a 5-0 vote.

*Motion: Randi Snider*

*2<sup>nd</sup> Motion: John Sharp*

*Yes: Unanimous*

*No: 0*

**D. Exit Gate Spike System.**

The exit gate spike system is failing. A replacement / repair costs \$1,316.00 and an entire new system costs \$912.00.

A motion was made to purchase an entire new system costing \$912.00 and have the installation performed by the maintenance staff, with professional assistance obtained as necessary.

The motion passed by a 5-0 vote.

*Motion: Randi Snider*

*2<sup>nd</sup> Motion: John Sharp*

*Yes: Unanimous*

*No: 0*

9. Next Meeting

The next general session is the scheduled annual membership meeting at 9:00 a.m. on August 14, 2010.

10. Adjourn General Session

A motion was made to adjourn the general session.

The motion passed by a 5-0 vote.

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
Annual Membership Meeting  
Agenda - General Session**

**Date: August 14, 2010 (9:00 a.m. @ the Wildridge Shelter House)**

1. Call to Order

- Pledge of Allegiance

2. Close Ballots (for Board of Directors)

3. Roll Call of Officers (Introduction of Board Members)

Board Members Present

Mark Pavey, President (lot #17)

Randi Snider, Treasurer (lot #32)

Ray Burton, Director (lot #220)

John Sharp, Director (lots #2 and 3)

Russ Segraves, Vice President (lot #37)

Mark Doran, Secretary (lot #224)

Jeanne Keller, Director (lots #22 and 38)

4. Secretary's Report

5. Treasurer's Report

6. Member Comments

7. Committee Reports

8. Managers Report

9. Introduction of Candidates for Board of Directors

10. Unfinished Business

11. New Business

12. Recognition

13. Election Results for New Board Members

14. Next Meeting

15. Adjourn to Executive Session

**Wildridge Association  
Annual Membership Meeting  
General Session**

**Date: August 14, 2010 (9:00 a.m. @ the Wildridge Shelter House)**

Board Members Present

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

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

Board Members Absent

None.

Park Manager

Di Haffield

Guests / Visitors

Ron Pierce, CPA - Wildridge Accounting Consultant (R.E Pierce and Associates).

**Informational attachments to meeting minutes:**

- Minutes from the August 8, 2009 general membership meeting
- Financial Reports

1. Call to Order

The general meeting was called to order by President Mark Pavey at approximately 9:00 a.m.

- The Pledge of Allegiance was recited.

2. Close Ballots (for Board of Directors)

President Pavey announced that all ballots for candidates for the Wildridge Board of Directors should be submitted and that voting was closed. The election committee charged with tabulating the ballots was introduced.

Dean Roberson (Lot #5), Committee Chair

Linda Roberson (Lot #5)

Randy Landreth (Lots #481 and 482)

Brenda Landreth (Lots #481 and 482)

### 3. Roll Call of Officers (Introduction of Board Members and Park Manager)

President Pavey introduced the members of the Board of Directors and thanked them for their service.

- Mark Pavey, President
- Russ Segraves, Vice President
- Mark Doran, Secretary
- Randi Snider, Treasurer
- Ray Burton, Director
- Jeanne Keller, Director
- John Sharp, Director
- Di Haffield, Park Manager

### 4. Secretary's Report

The minutes from the August 8, 2009 general membership meeting (see attached) were presented in writing to all Board of Directors members and copies were circulated to the audience attending the meeting.

A motion was made to approve the Minutes as presented.

The motion passed by a 6-0 vote.

*Motion: Russ Segraves*

*2<sup>nd</sup> Motion: Ray Burton*

*Yes: Unanimous*

*No: 0*

### 5. Treasurer's Report

A financial status overview as of June 30, 2010 was presented by Wildridge Accounting Consultant, Ron Pierce, CPA.

A discussion of some general included:

- Financial Statements (see attached) Statements will be on the Wildridge website in the future.
- Restricted Funds.
- Budget Comparison.

### 6. Member Comments

*Member name: Don Sharp*

*Lot #: 173*

The member inquired as to whether swimming pool hours could be extended from 9 a.m. to 9 p.m. He also expressed concern that the pool use was limited to the group of members for aerobics on during mornings before the regular opening.

- The Board / Manager stated that pool hours would be examined and must allow for regular maintenance and chemical management. Aerobics participation is open to any Wildridge member.

*Member name: Charlie Pierce*

*Lot #: 195*

The member stated that portions of the swimming pool could be roped off for specific uses.

*Member name: Jay Papp*

*Lot #: 355*

The member inquired as to where financial postings for the new security system items are reflected in the Restricted Funds.

## 7. Committee Reports

### **A. Social Committee**

Julie Zoll (lot #251), social committee president, explained that the committee met last week and Di Hafffield spoke. Several individuals have expressed interest in serving as officers for the social committee.

### **B. Lifestyle Activities**

Di Hafffield (lots #221 and 222), who serves as a volunteer coordinator for lifestyle activities, discussed several events including the 50's dance, Kids/Teenagers group, Library, and several other activities. Di also said she has someone who has volunteered to serve as the new coordinator for lifestyle activities.

### **C. Infiltration and Utilities**

John Sharp provided a financial summary of utility information. Total utility costs have decreased \$34,234.10 from the same period last year.

*Member name: Charlie Pierce*

*Lot #: 195*

The member inquired as to how infiltration is measured.

*Member name: Brent Geary*

*Lot #: 450 and 451*

The member inquired where electrical bill savings could be attributed.

*Member name: Jay Papp*

*Lot #: 355*

The member inquired as to whether more grade elevation rings needed to be installed around manholes.

*Member name: Bonnie Huff*

*Lot #: 247*

The member inquired as to why the Wildridge website says there is 30 amp electric service for all lots.

### **D. Member Services**

Jeanne Keller stated that twenty-seven building permits were processed during the past month, for an annual total of 62 permits.

#### **E. Technology**

Ray Burton explained that there have been problems with duplicate gate cards programmed on the gate system software. There have been additional problems and a new software is being investigated for potential future use.

#### **F. Records Management**

Mark Doran explained that the Board is currently updated the Park Member Rules and Regulations, an employee manual was prepared and distributed to staff earlier in the year that included an overview of work expectations and benefits. Documents are now managed using a network server that is backed up routinely.

- President Pavey thanked the volunteer computer consultant (Jay Papp, lot #355) for several donations of equipment and time.

#### **G. Park Maintenance**

Russ Segraves explained that Park maintenance will be discussed as part for the Manager's report.

### 8. Managers Report

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

- Elevation rings / risers continue to be installed at selected manholes. This will continue as necessary.
- A new water leak was recently repaired.
- Ms. Haffield is new in the Manager's position and welcomes members to stop by her office.

*Member name: Jay Papp*

*Lot #: 355*

The member inquired as to what painted signs on street in front of some lots meant. It was explained by the Board/Manager that these markers are used to identify Park utility locations.

### 9. Introduction of Candidates for Board of Directors

The following were introduced as candidates for the Wildridge Board of Directors:

- Jay Papp (lot #355)
- Russ Segraves (lot #37)
- Mark Pavey (lot #17)

### 10. Unfinished Business

#### **A. Accessibility Bars in Shower House**

The status of installing accessibility bars in the shower house was discussed.

### **B. Purchase of New Dryers**

The status of purchasing new dryers in the laundry area were discussed. Prices had been obtained, with HH Gregg appearing to be the most economical.

A motion was made to purchase a coin operated dryer from HH Gregg.

The motion passed by a 5-0 vote.

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: John Sharp*

*Yes: Ray Burton, John Sharp, Jeanne Keller, Russ Seagraves and Mark Doran*

*No: 0*

*Not voting: Randi Snider*

### **C. Exit Gate Spike System**

A new spike system had been installed at the Park exit gate.

### **D. Security System**

The security system connectivity is not complete. There is not the ability for the day lodge to monitor the gates, not can the guard station monitor the day lodge / recreation area. Jay Papp is working on a problem with internet IP addresses.

### **E. Pool Pump**

The pool pump was replaced. J-Kem obtained a replacement pump within a 24-hour period.

The pump room seems to heat up, which lessens the life-span of a pump. This issue is being addressed.

A motion was made to address the heating problem in the pool pump room.

The motion passed by a 6-0 vote.

*Motion: Randi Snider*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

*Member name: Brent Geary*

*Lot #: 450 and 451*

The member stated that his Florida community placed a small air conditional in their swimming pool pump room for climate control.

## **11. New Business**

### **A. Dumpster Hours**

A motion was made to open the trash compactor from dawn to dusk, 7 days per week.

The motion passed by a 6-0 vote.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: John Sharp*  
*Yes: Unanimous*  
*No: 0*

**A. Offer on Lot #255**

Wildridge has advertised lot #255 for \$12,000.00 for approximately 2.5 months. Russ Segraves offered \$5,000.00 for the lot.

A motion was made to accept the offer of \$5,000.00 for lot #255.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Ray Burton*

Discussion was held and Mr. Segraves withdrew his offer. Some members believed a counter-offer should be made.

*Member name: Charlie Pierce*  
*Lot #: 195*

*Member name: Bonnie Huff*  
*Lot #: 247*

*Member name: Forrest Timberlake*  
*Lot #: 53 and 54*

Several members commented that the lot should be better advertised.

*Member name: Tim Smith*  
*Lot #: 107*

Stated that active mold was present in the trailer on lot #255 and health consideration should be taken into account.

A motion was made to remove the trailer on lot #255 at no cost to Wildridge.  
The motion passed by a 6-0 vote.

*Motion: John Sharp*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*

*Member name: Brent Geary*  
*Lot #: 450 and 451*

*Member name: Bruce Huehls*  
*Lot #: 398*

The members discussed the extra dumpster provided during the holiday for lot clean-up

#### 12. Recognition

President Pavey wanted to recognize the following members:

- Randi Snider for her service as Wildridge Treasurer
- Jeanne Keller for volunteering to serve as interim Park Manager

#### 13. Election Results for New Board Members

The results of the election were announced with individuals receiving votes as follows:

- Mark Pavey (lot #17) - 214 votes
- Russ Segraves (lot #37) - 147 votes
- Jay Papp (lot #355) - 133 votes

The following individuals were announced as members who will serve a three year term as a Wildridge Director beginning August 14, 2010.

- Mark Pavey
- Russ Segraves

#### 14. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, September 11, 2010, following the regularly scheduled Board of Directors executive session meeting at 8:00 a.m.

#### 15. Adjourn to Executive Session

The general meeting adjourned.

**Wildridge Association  
General Session  
Agenda**

**Date: September 11, 2010 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Comments from Members

5. Committee Reports

6. Manager's Report

7. Unfinished Business

8. New Business

9. Board Member Comments

10. Next Meeting

11. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: September 11, 2010 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

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

Russ Segraves, President (lot #37), excused absence  
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
- Gate Access System Bid Quote - C&H Security
- Wildridge Manager email with comparison of Dryer units for laundry

1. Call to Order

The general session meeting was called to order at 9:05 a.m. by Vice President Ray Burton and an agenda was distributed (see attached).

A moment of silence was observed in remembrance of the 9/11/2001 tragedy.

2. Secretary's Report

The minutes from the July 10, 2010, July and August 14, 2010 general meetings were presented in writing to all Board of Directors members, with copies circulated to the audience attending the meeting.

A motion was made to approve the Minutes as presented.

The motion passed by a 4-0 vote.

*Motion: Jeanne Keller*

*2<sup>nd</sup> Motion: John Sharp*

*Yes: Unanimous*

*No: 0*

### 3. Treasurer's Report

The Treasurer, Mark Pavey, provided a brief discussion regarding the financial status of Wildridge. He is the newly appointed Treasurer and discussed the following based:

- Wildridge incurs approximately \$36,000.00 in monthly operating expenses.
- There is currently approximately \$201,000.00 in the operating account, with another \$70,000.00 to be transferred from the restricted funds. This provides for approximately \$271,000.00 operating funds remaining for the 2010 year.
- Wildridge could have approximately \$54,000.00 surplus in operating funds at the close of the year.

### 4. Comments from Members

*Member name: Curtis Knierien*

*Lot #: 503*

The member requested the fence be moved at the sewer lift station removing sewer waste from the Park. This is next to his lot and he would like more space.

The member also stated that a maintenance representative from Patoka Sewer and Water told him that they would extend the vent pipe at the lift station at no charge to Wildridge. He asked the Wildridge staff follow-up on that issue.

*Member name: Nancy Woodruff*

*Lot #: 678 and 679*

The member commented that the intersection in front of her lots is dangerous and should be a 4-way stop.

*Member name: John Mitchell*

*Lot #: 546*

The member commented that parents allow small children to drive golf carts and it is dangerous.

*Member name: John Otway*

*Lot #: 555, 556 and 557*

The member commented that young kids drive golf carts while talking in cell phones and text messaging. He believes this poses a danger.

The general discussion from the Park Manager explained that she was planning on a committee of members to help address Unlicensed Motor Vehicle (ULMV) safety issues. She has considered some sort of Wildridge identification for ULMV operators under 16 years old.

The discussion also included the available resources and the level of enforcement that can realistically be expected.

*Member name: Dean Roberson*

*Lot #: 5*

The member agrees with the Park Manager's idea of identification cards for ULMV drivers under 16 years old.

The member also says block captains from geographic areas of the Park could help coordinate member concerns.

*Member name: Jerry Haffield*

*Lot #: 221 and 222*

The member stated that it is impossible for one security staff member to be everywhere all of the time and take care of other assignments.

*Member name: Brian Burnett*

*Lot #: 93*

The member stated that the "stop" sign in the middle of the main hill in section c of Wildridge should be removed. This is the intersection near lots #619 across to #638.

A motion was made that the Board of Directors President appoint a committee to consider ULMV issues. The committee should be comprised of interested members with varied backgrounds / interests (Police Officers, senior citizens, members with younger children, etc.

The motion passed by a 4-0 vote.

*Motion: Mark Pavey*

*2<sup>nd</sup> Motion: Mark Doran*

*Yes: Unanimous*

*No: 0*

## 5. Committee Reports

### **A. Social Committee**

The representatives from the Social Committee, Brian Burnett (lot#93), announced that he is the newly elected President. Jane Dane is Vice President, Donna Muir is Secretary and Cheri Edwards is Treasurer. Next year will be full of fun with dances and DJ's.

### **B. Lifestyle Activities**

Di Haffield (lots #221 and 222) served as a volunteer coordinator for lifestyle activities. Since she was recently hired as the Park Manager, she recruited Shelly Miller to be the new coordinator. A library with books and video items is now available for use and is accepting donations of items.

## 6. Manager's Report

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

- Severn electric breakers were removed from Park supplied connections in August.
- 14 building permits and 2 renewals have been processed since August 14, 2010.
- 11 risers have been installed on sewer manholes.

- The entrance gate was cleaned and maintenance was performed on the area.
- The Maintenance area is being cleaned up.
- Several drainage ditches were cleaned by a volunteer (Jerry Haffield, lots #221 and 222).
- A grinder pump malfunctioned at the top lift station (lot#243) and is being repaired.
- Preventative maintenance is being performed on equipment.
- The pool will close for the season after Sunday, September 12, 2010. J-Kem has been contacted to perform the season closing as soon as possible.

## 7. Unfinished Business

### **A. 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. One bid was obtained for a new system from C&H Security (see attached).

It was discussed that the Board of Directors President should form a committee to investigate the potential purchase and implement a new gate system.

### **B. Sale of Lot #255.**

A motion was made to accept the standing bid and sell lot #255 for \$8000.00 inclusive of all cost.

The motion passed by a 4-0 vote.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Mark Pavey*

*Yes: Unanimous*

*No: 0*

### **C. Pool Closing.**

The pool will close for the season after Sunday, September 12, 2010. J-Kem has been contacted to perform the season closing as soon as possible.

### **D. Dryer Purchase.**

Wildridge Manager Email (see attached) with comparison of Dryer units for laundry.

Two price quotes were obtained, one from HH Gregg and one from Video Tech. A discussion was held regarding which unit to purchase based on price, capacity of the units, service from the vendors and overall quality.

A motion was made to accept purchase the unit from video tech.

The motion passed by a 4-0 vote.

*Motion: Mark Pavey*

*2<sup>nd</sup> Motion: Mark Doran*

*Yes: Unanimous*

*No: 0*

### **E. 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.

**F. Lift Station Grinder Pump.**

A grinder pump malfunctioned at the top lift station (lot#243) and is being 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 from 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. Since each lift station has two pumps, it may not be necessary to have a spare on site considering the amount of time one could be shipped.

8. New Business

**A. Culvert Repair.**

The Park Manager provided two contractor bids for a new culvert under the road from lot #619 to #638. The following amounts were bid for the work:

- Smith Property Management, \$6,285.00
- Snelling Construction, \$6,755.00

A motion was made to accept the bid from Smith Property Management and to pay for the repairs from the Restricted Road Fund .

The motion passed by a 4-0 vote.

*Motion: John Sharp*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

9. Board Member Comments

None.

10. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, October 9, 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 4-0 vote.

*Motion: Mark Pavey*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

**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 Seagraves, President (lot #37)

Mark Pavey, Treasurer (lot #17)

John Sharp, Director (lots #2 and 3)

Ray Burton, Vice President (lot #220)

Mark Doran, Secretary (lot #224)

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 Seagraves 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*

*2<sup>nd</sup> 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*

*2<sup>nd</sup> 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*

*2<sup>nd</sup> 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*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

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

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Comments from Members

5. Committee Reports

6. Manager's Report

7. Unfinished Business

8. New Business

9. Board Member Comments

10. Next Meeting

11. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

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

Board Members Present

Russ Segraves, President (lot #37)

Ray Burton, Vice President (lot #220)

Mark Pavey, Treasurer (lot #17)

Mark Doran, Secretary (lot #224)

Jeanne Keller, Director (lots #22 and 38)

Board Members Absent

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

John Sharp, Director (lots #2 and 3), Excused absence

Park Manager

Di Haffield

Guests / Visitors

None.

**Informational attachments to meeting minutes:**

- President's General Session Meeting Agenda

- Financial Statements / 2011 Budget Planning Notes / Draft 2011 Dues Notice

1. Call to Order

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

2. Secretary's Report

The minutes from the October 9, 2010 general meeting were presented in writing to all Board of Directors members, with copies circulated to the audience attending the meeting.

A motion was made to approve the Minutes as presented.

The motion passed by a 4-0 vote.

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Mark Pavey and Jeanne Keller*

*Yes: Unanimous*

*No: 0*

3. Treasurer's Report

The Treasurer, Mark Pavey, provided a financial report (see attached) and distributed financial information. Mr. Pavey commented on a couple topics.

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

4. Comments from Members

None.

## 5. Committee Reports

### **A. Social Committee**

None.

### **B. Lifestyle Activities**

None.

## 6. Manager's Report

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

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

## 7. Unfinished Business

### **A. ADT Gate System.**

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

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

The motion passed by a 4-0 vote.

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Mark Doran*

*Yes: Unanimous*

*No: 0*

The Park Manager will develop and administer an implementation plan for the new gate system. This will allow for a card-to-card exchange for the calendar year 2011, uniform input of information for card assignments, distribution to approved vendors with expiration dates and distribution to emergency services personnel (e.g., law enforcement, fire departments, emergency medical services, etc.).

### **B. Member Liability Insurance.**

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

### **C. Flow Meter Calibration.**

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

**D. Lift Station Grinder Pump.**

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

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

**E. Repair of Ditch on Lot #531.**

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

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

**F. Rules and Regulations.**

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

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

The motion passed by a 4-0 vote.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Mark Pavey*

*Yes: Unanimous*

*No: 0*

**G. Past Due 2010 Dues.**

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

**H. Banking Services / Comparisons.**

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

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

## 8. New Business

### **A. 2011 Budget.**

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

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

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

The motion passed by a 4-0 vote.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Ray Burton*

*Yes: Unanimous*

*No: 0*

### **B. Security System.**

The Park Manager was requested to contact Jay Papp, Wildridge Technology Consultant (lot #355) to discuss completion of the connectivity of the security system between the gate house and the day lodge area. The system was installed several months ago by FCW Systems. All cameras are operational, but the security staff station in the guard house can not monitor the cameras in the day lodge /recreation area and the Manager in the Day Lodge can not monitor the cameras at the Park entrance. The Manager was requested to work with the Wildridge Technology Consultant and the internet service provider representative (Martin) to ensure the link is completed for interactivity.

## 9. Board Member Comments

None.

## 10. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, March 12, 2011, following the regularly scheduled Board of Directors executive session meeting at 8:00 a.m.

## 11. Adjourn General Session

A motion was made to adjourn the general session.

The motion passed by a 5-0 vote.

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*