

**Wildridge Association  
Executive Session  
Agenda**

**Date: March 9, 2013 (8:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary Report

3. Old Business

A. Budgeted Jobs Waiting on Recommendations

a. Doors

b. Fence repair/replace front of maintenance area

c. Front Gate mechanism

d. Truck

4. New Business

A. Pet Management (re: dog barking & waste on personal lots)

B. RV Parking on lots

C. Pinnacle – Phone number in local phone book \$168.00 annually

D. James Raymond Account – 175k in cash in one account recommends investing this account per Clifford Vatter

5. Next Meeting April 13, 2013

6. Adjourn Executive Session

**Wildridge Association  
Executive Session  
Meeting Minutes**

**Date: March 9, 2013 (8:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, President (lots #37)  
Jay Papp, Secretary (lot #312)  
Mark Doran, Director (lot #224)  
Judy Daniel, Director (lots #316)

Ray Burton, Vice President (lot #220)  
Mark Pavey, Treasurer (lots #17 and 18)  
Gene "Beaver" Riley (lot #151)

Park Manager

Di Haffield was available for consultation as needed.

1. Call to Order

The executive session meeting was called to order at 8:01 a.m. by President Russ Segraves and an agenda was distributed (see attached).

2. Secretary's Report

No minutes to approve

3. Old Business

A. Budgeted Jobs Waiting on Recommendations

a. Doors

- Information was distributed on the cost to replace the exterior doors in the day lodge. One other possibility may be a door the tom harris ordered incorrectly. Di is going to check into a price.

b. Fence repair/replace front of maintenance area

- The original design for the maintenance area is not going to work, will not allow larger trucks in. The idea was discussed to build a new shed where the chipper is now on the concrete pad, build a car port where the brown shed is and move the chipper there. Pricing was distributed for the cost to do fencing. We discussed building a privacy fence, doing a non slatted fence.

c. Front Gate mechanism

- Di is going to revise the quote with Asto as well as get another from C&H

d. Truck

- Russ stated that he was a little confused on what we wanted for a truck. Beaver stated that he was confused do to the rejection of the previous truck option. Ray stated that he thought we were going to take the bed off of the current and put on the new. Di stated that was are looking for a Dully, Automatic, V8 Gas preferably, Preferrably without a bed. Nothing fancy. Beaver stated that he would have only appropriated 15k instead of 30k.

#### 4. New Business

- A. Pet Management (re: dog barking & waste on personal lots
  - We have 2 owners that we are having issues with. Di is not fining the owners.
- B. RV Parking on lots
  - Non issue now, camper has been moved now, but if continues to be a problem, board has instructed Di to issue fines.
- C. Pinnacle – Phone number in local phone book \$168.00 annually
  - Jay stated that this is not valid and we need to not pay it.
- D. James Raymond Account – 175k in cash in one account recommends investing this account per Clifford Vatter

#### 5. Next meeting will be April 13, 2013

#### 6. Adjourn Executive Session

The executive session was adjourned at 8:48 PM

A motion was made to adjourn the executive session.

The motion passed by a 5-0 vote.

*Motion: Ray Burton*

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

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: April 13, 2013 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Committee Reports

A. Social Committee

B. Lifestyle Activities

5. Manager's Report

6. Unfinished Business

A. Quotes for Front Gate

a. Astro Security (Fisher Electric)

b. Hartlage Fence (recommended by Jay Papp)

c. C&H (recommended by Russ Segraves)

B. Quotes for Maintenance Shed Addition

a. Tom Harris

b. Tim Smith

C. Sale of engine hoist – need price!

D. Sale of old stand by pump \* note is not grinder pump

E. Reimbursement for computer expenses – Jay Papp

7. New Business

A. Tires for Ranger

B. Tires for security golf cart

C. Upgrade cameras for front of shower house/pool area

D. Request for closing shower house 2:30 – 4:30 for cleaning

8. Comments from Members

A. John Mitchell lot 546 – re: question on financial statement

9. Next Meeting will be May 11, 2013@ 9am Day lodge

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: April 13, 2013 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, President (lots #37)  
Jay Papp, Secretary (lot #312)  
Mark Doran, Director (lot #224)

Ray Burton, Vice President (lot #220)  
Mark Pavey, Treasurer (lots #17 and 18)  
Gene “Beaver” Riley, Director (lot #151)

Unexcused Absence

Judy Daniels, Director (lot #316)

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 9:01 a.m. by President Russ Segraves and an agenda was distributed (see attached).

2. Secretary’s Report

The minutes from the March 9, 2013 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> Mark Pavey*

*Yes: Unanimous*

*No: 0*

3. Treasurer’s Report

The Treasurer, Mark Pavey, provided a financial report and distributed financial information, (see attached)

- \$301,640 in checking, \$74,420 in Savings, and \$295,674 in restricted.

- Budget overall seems to be in pretty good shape
- 67% of dues have been collected
- \$52,000 deposit is not included and should have

#### 4. Committee Reports

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

- **Di reported that the new calendar will be ready shortly, there will be a bass tournament, don't forget the wine cruise**

##### **B. Lifestyle Activities**

- **First event is the Saturday before mothers day.**

#### 5. Manager's Report

- Maintenance crew worked on the fence row, thank you to Beaver, Mark, and Jerry
- Floors in the day lodge have been waxed
- There were a few cracks during water turn on, and many hose bibs
- Please report any drips or leaks to the office
- Quotes for the front gates are in
- Pool valve was replaced on the pool
- Installing new airplane teeter tooter and paint is being touched up
- Leaf and chipping will be done on an as needed basis

#### 6. Unfinished Business

##### A. Quotes for Front Gate

- a. Astro Security (Fisher Electric)
- b. Hartlage Fence (recommended by Jay Papp)
- c. C&H (recommended by Russ Segraves)

*A motion was made to accept the bid from Hartlage Fence company in the amount of \$6258.00, also purchasing 1 replacement gate are for \$199.00, and 1 replacement mega arm circuit board for \$299.00. Due to the cost of this system's repair the fine for damage to the gate system is a minimum of \$250.00 up to and including any additional repair and labor costs.*

*The motion passed by a 5-0 vote.*

*Motion: Jay Papp*

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

*Yes: Unanimous*

*No: 0*

- There was discussion on how this system works, any additional costs, and the trip wire issue being corrected by moving the truck to the drive line.

##### B. Quotes for Maintenance Shed Addition

- a. Tom Harris
- b. Tim Smith

- Di stated that she is still waiting on additional costs, she also asked that the entire board go and take a look at this. Quote from Tom Harris, Tim Smith, and Cliff were discussed. No decision was made, a special session may be convened at the shop to take a vote on this matter.

##### C. Sale of engine hoist – need price!

*A motion was made to sell our engine hoist, minimum bid \$100*

*The motion passed by a 5-0 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Beaver Riley*

*Yes: Unanimous*

*No: 0*

D. Sale of old stand by pump \* note is not grinder pump

*A motion was made to put on Craigslist, make offer*

*The motion passed by a 5-0 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Jay Papp*

*Yes: Unanimous*

*No: 0*

E. Reimbursement for computer expenses – Jay Papp

*A motion was made to adjourn the general session at 10:11 AM.*

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

*Motion: Ray Burton*

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

*Yes: Unanimous*

*No: 0*

*Abstained: Jay Papp*

7. New Business

A. Tires for Ranger

- Jay is going to check if he can get cheaper

B. Tires for security golf cart

- Di said the tires need replaced and will find them the cheapest place.

C. Upgrade cameras for front of shower house/pool area

- Due to the vandalism last weekend we need to look into the camera's, the lighting isn't allowing good visibility. The start with these needs to be some change in the lighting.

D. Request for closing shower house 2:30 – 4:30 for cleaning.

- There was lots of discussion on this, no board member felt it was a good idea to close the restrooms, the board suggested to the park manager to have the guards lock the doors while they are cleaning and to advertise in the news letter that it may be closed at times between 2:30 and 4:00 for cleaning

8. Member Comments

A. John Mitchell lot 546 – re: question on financial statement

- John had a question about the opening Bal equity of \$127,439.49 and other general questions about the financial statement. More was taken offline with Mark.

9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, May 11, 2013 in the Wildridge Day Lodge

10. Meeting in recess

President Segraves called the meeting into recess at 10:11 AM.

11. Meeting Reconvened at Maintenance Shop at 10:50 AM

- There was additional discussion on how the build out on the maintenance shed needed to be, and several designs were discussed.

*A motion was made to request quotes on a metal carport type structure for the dump area for maintenance equipment*

*The motion failed by a 2-3 vote.*

*Motion: Mark Doran*

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

*Yes: Mark Pavey, Mark Doran*

*No: Jay Papp, Ray Burton, Gene "Beaver" Riley*

*A motion was made to requests quotes on a structure being 18 X 34 in size and be enclosed only on one side*

*The motion passed by a 3-2 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Jay Papp*

*Yes: Jay Papp, Ray Burton, Gene "Beaver" Riley*

*No: Mark Pavey, Mark Doran*

10. Adjourn General Session

*A motion was made to adjourn the general session at 10:11 AM.*

*The motion passed by a 5-0 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Beaver Riley*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: May 11, 2013 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Committee Reports

A. Social Committee – Lori Wallace/Jayne Dann

B. Lifestyle Activities – Lisa Hughes/Bonnie Huff

5. Manager's Report

6. Unfinished Business

A. Quotes for Maintenance Shed Addition; Tom Harris, Tim Smith, and Marvin Raber

7. New Business

A. Grass Mowing  
B. Splitting lots 218/219  
C. Additional Personnel for Summer

8. Comments from Members

A. Tammi & Darren Collins Lot 304&305

9. Next Meeting will be June 8, 2013@ 9am Day lodge

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: May 11, 2013 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, President (lots #37)  
Jay Papp, Secretary (lot #312)  
Mark Doran, Director (lot #224)

Ray Burton, Vice President (lot #220)  
Judy Daniels, Director (lot #316)  
Gene "Beaver" Riley, Director (lot #151)

Excused Absence

Mark Pavey, Treasurer (lots #17 and 18)

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 9:01 a.m. by President Russ Segraves and an agenda was distributed (see attached).

2. Secretary's Report

The minutes from the April 13, 2013 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 corrected Minutes as adding the failed motion made on the metal carport.*

*The motion passed by a 5-0 vote.*

*Motion: Ray Burton*

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

*Yes: Unanimous*

*No: 0*

3. Treasurer's Report

The Treasurer, Mark Pavey, was absent but he did provide a financial report and distributed financial information, (see attached)

- \$313,620 in checking, \$74,420 in Savings, and \$295,674 in restricted.
- 82% of dues have been collected

#### 4. Committee Reports

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

- Di noted that the welcome back luncheon is next weekend

##### **B. Lifestyle Activities**

- Bonnie was present and recently had surgery, if you have time she could use some help
- Kids class is today

#### 5. Manager's Report

- 22 building permits this month
- 8 lots were transferred
- We are aware of the hose bib issue and are working to fix them all
- Four water digs have been completed to repair underground water leaks
- Pool is uncovered and is on schedule to open memorial day weekend
- New teeter tooter has been installed
- Ray brought up the fact that Di is spending her day's off at the court house due to the restrictions, the board discussed this and Di has the option to allow someone to go for her.

#### 6. Unfinished Business

A. Quotes for Maintenance Shed Addition; Tom Harris, Tim Smith, Marvin Raber  
*A motion was made to table for further discussion due to this requiring special permits.*

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

*Motion: Jay Papp*

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

*Yes: Mark Doran, Jay Papp, Ray Burton, Judy Daniels*

*No: Gene "Beaver" Riley*

#### 7. New Business

##### A. Grass Mowing

- The board directed Di to move forward with mowing tall lots.

##### B. Splitting Lots 218/219

- Ray Burton would like to purchase part of lot 219 and combine that part with 220, the rest would go with lot 218. This was discussed and explained and no one had issue with it.

*A motion was made to allow lot 219 to be split up and part would go to 218 and the other would be lot 219 which would be required to be legally combined with lot 220.*

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

*Motion: Beaver Riley*

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

*Yes: Mark Doran, Jay Papp, Judy Daniels, Gene "Beaver" Riley*

*No: 0*

*Obstain: Ray Burton*

C. Additional Personnel for summer

- Di would like to add an additional part time person to Friday's as well as Saturday's.

*A motion was made to allow the extra help at the discretion of the president and park manager*

*The motion passed by a 5-0 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Beaver Riley*

*Yes: Unanimous*

*No: 0*

There was discussion about insurance for contractors and the fact that we do not have anything in the rules about, it was decided that a rule needs to be added

*A motion was made stating that contractors must carry a minimum of \$1,000,000.00 of general liability insurance and that Wildridge must be named on the policy as an additional insured.*

*The motion passed by a 5-0 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Beaver Riley*

*Yes: Unanimous*

*No: 0*

8. Member Comments

A. Tammi & Darren Collins Lot 304&305 – Darren is having problem with drainage on his lot due to other lot owners not keeping there culverts cleaned. Darren would like Wildridge to either share the cost to fix his problem or enforce the drainage issues. Di was unaware and will follow up.

9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, June 8, 2013 in the Wildridge Day Lodge

10. Adjourn General Session

*A motion was made to adjourn the general session at 10:10 AM.*

*The motion passed by a 5-0 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Beaver Riley*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: June 8, 2013 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Committee Reports

A. Social Committee – Lori Wallace/Jayne Dann

B. Lifestyle Activities – Lisa Hughes/Bonnie Huff

5. Manager's Report

6. Unfinished Business

- A. Basketball goals & painting floor
- B. Bids for engine hoist

7. New Business

- A. Rule change regarding road frontage

8. Comments from Members

- A. Phil Wigley – 220 See above rule change/ or variance needed
- B. Susan Dougherty and Melodye Byer – rear step & landing addition need variance
- C. Ron Parido – request time to address rules & regulation issue

9. Next Meeting will be July 13, 2013@ 9am Day lodge

\*\*\* Note – resumes for board openings must be in by midnight June 9<sup>th</sup>, 2013

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: June 8, 2013 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, President (lots #37)  
Jay Papp, Secretary (lot #312)  
Mark Doran, Director (lot #224)  
Judy Daniel, Director (lot #316)

Ray Burton, Vice President (lot #220)  
Mark Pavey, Treasurer (lots #17 and 18)  
Gene “Beaver” Riley, Director (lot #151)

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 9:01 a.m. by President Russ Segraves and an agenda was distributed (see attached).

2. Secretary’s Report

The minutes from the May 11, 2013 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: Mark Doran*

*2<sup>nd</sup> Beaver Riley*

*Yes: Unanimous*

*No: 0*

3. Treasurer’s Report

The Treasurer, Mark Pavey, provided a financial report and distributed financial information, (see attached)

- \$265,900 in checking, \$74,420 in Savings, and \$295,674 in restricted.
- 83% of dues have been collected

4. Committee Reports

## A. Social Committee

- Lori noted that the bingo was very successful as well as the 50/50

## B. Lifestyle Activities

- There is a lot of new stuff coming in
- Due to illness a kit of things she wanted to get accomplished did not get done
- There is a sign in the daylodge now showing what kids activities are being done.

## 5. Manager's Report

- We got the pool opened and the chairs in place
- New gates are in place
- 2 new guards have been hired
- Bruce Liles quit and Tim will be replacing him
- 22 lots closed last month
- Maintenance has had to replace a whole lot of hose bibs and risers
- Hot coals were put in the trash compactor last night
- The holiday weekend was very busy and there were a lot things that were uncalled for
- The stop signs and lines have been repainted
- New lime was put in playground and sand in the volleyball court
- Fence row continues to be cleaned

## 6. Unfinished Business

### A. Basketball goals & painting floor

*A motion was made to install 2 permanent goals and resurface the tennis courts not to exceed \$8000.00*

*The motion passed by a 5-0 vote.*

*Motion: Beaver Riley*

*2<sup>nd</sup> Motion: Jay Papp*

*Yes: Unanimous*

*No: 0*

### B. Bids for engine hoist

- Two people have bid on this. Highest bidder will get it.

*A motion was made to accept Tom Harris's bid to construct 18 x 34 foot addition to the maintenance area pending Tom get the required state approval.*

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

*Motion: Beaver Riley*

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

*Yes: Beaver Riley, Jay Papp, Ray Burton, Mark Pavey*

*No: Mark Doran*

## 7. New Business

### A. Rule change regarding road frontage

*A motion was made to change the rules and regulations to state On a case by case basis Wildridge may allow a carport or similar parking structure to be within 10 feet from the edge of the road as long as it does not create a safety concern for road traffic or visibility to neighboring lots.*

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

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Beaver Riley*

*Yes: Beaver Riley, Mark Doran, Jay Papp, Ray Burton*

*No: Mark Pavey*

### 8. Member Comments

A. Phil Wigley – 220 See above rule change/ or variance needed

- No longer needed due to rules changes

B. Susan Dougherty and Melodye Byer – rear step & landing addition need variance

*A motion was made to approve this pending onsite inspection*

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

*Motion: Mark Pavey*

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

*Yes: Mark Pavey, Ray Burton, Mark Doran, Beaver Riley*

*No: Jay Papp*

*A motion was made to approve a variance for steps*

*The motion passed by a 3-2 vote.*

*Motion: Mark Pavey*

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

*Yes: Mark Pavey, Ray Burton, Beaver Riley*

*No: Jay Papp, Mark Doran*

C. Ron Parido – request time to address rules & regulation issue

- Did not show

### 9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, July 13, 2013 in the Wildridge Day Lodge

### 10. Adjourn General Session

*A motion was made to adjourn the general session at 9:34 AM.*

*The motion passed by a 5-0 vote.*

*Motion: Mark Pavey*

*2<sup>nd</sup> Motion: Beaver Riley*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: July 13, 2013 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Committee Reports

A. Social Committee – Lori Wallace/Jayne Dann

B. Lifestyle Activities – Bonnie Huff

5. Manager's Report

6. Unfinished Business

7. New Business

- A. Aprons' for driveways/Ditch enclosures – Beaver
- B. Electrical Services vs sub panels – Russ
- C. Accounting – Possible transfer of some of the treasurers duties to accounting firm

8. Comments from Members

- A. Becky and Mike Mydock – Formal Letter requesting permission to hang plaque in remembrance of Becky's father Carmen Toller at the shuffleboard court

9. Next Meeting will be August 10, 2013@ 9am at the Shelter House

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: July 13, 2013 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, President (lots #37)  
Jay Papp, Secretary (lot #312)  
Mark Doran, Director (lot #224)  
Judy Daniels, Director (lot #316)

Ray Burton, Vice President (lot #220)  
Mark Pavey, Treasurer (lots #17 and 18)  
Gene “Beaver” Riley, Director (lot #151)

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 9:01 a.m. by President Russ Segraves and an agenda was distributed (see attached).

2. Secretary’s Report

The minutes from the June 8, 2013 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 6-0 vote.*

*Motion: Mark Doran*

*2<sup>nd</sup> Beaver Riley*

*Yes: Unanimous*

*No: 0*

3. Treasurer’s Report

The Treasurer, Mark Pavey, provided a financial report and distributed financial information, (see attached)

- \$260,308 in checking, \$72,329 in Savings, and \$297,444 in restricted.
- 89% of dues have been collected

4. Committee Reports

**A. Social Committee**

- No one was present from the social committee

#### 5. Manager's Report

- 21 lots have transferred since last board meeting
- 26 major new permits not counting gravel
- 3 major water digs
- Painting and normal wear and tear has been ongoing
- We have a gate down and parts are on order
- Fixed the fan in the men's room
- Shower curtains have been replaced 4 times this year
- Vandalism has been a problem, please notify the park manager if you see something
- Basketball goals will be installed soon
- Courts will be done after that

#### 6. Unfinished Business

#### 7. New Business

- A. Aprons' for driveways/Ditch enclosures – Beaver  
(Secretary's Note\*\*\* below motion is not verbatim of motion read, secretary failed to record exact motion.)  
*A motion was made that any new installed or repaired driveway concreted on the aprons and have proper clean outs at each end.*  
*The motion failed by a 1-5 vote.*  
*Motion: Beaver Riley*  
*2<sup>nd</sup> Motion: Jay Papp*  
*Yes: Beaver Riley*  
*No: Jay Papp, Mark Pavey, Mark Doran, Ray Burton*
- *This issue was discussed in depth and it was agreed this is a good idea but further research needs to be done*

#### B. Electrical Services vs sub panels – Russ

- President Russ Segraves brought up that we do not need ground rods on owners electrical service as they are sub panels. There are exceptions when they come from the pole.

#### C. Accounting – Possible transfer of some of the treasurers duties to accounting firm.

- Mark Pavey brought up to the rest of the board members that the new board may want to think about transitioning additional responsibilities to our accountant such as writing of the checks since there is enough oversight in his opinion to cover any issues.

#### 8. Member Comments

9. Next Meeting

The next general session will be the annual meeting of the membership and is scheduled at 9:00 a.m. on Saturday, August 9, 2013 at the Wildridge Shelter House

10. Adjourn General Session

*A motion was made to adjourn the general session at 9:38 AM.*

*The motion passed by a 6-0 vote.*

*Motion: Mark Pavey*

*2<sup>nd</sup> Motion: Beaver Riley*

*Yes: Unanimous*

*No: 0*

**Wildridge Association Inc.  
27<sup>th</sup> Annual Leaseholders' Meeting  
Saturday August 10, 2013 9:00AM**

**Date: August 10, 2013 (9:00 a.m. @ the Wildridge Shelter House)**

1. Call to Order
2. Moment of Silent Prayer  
For Members we have lost during the last 12 months.
3. Pledge of Allegiance
4. Introduction of current 2012/2013 Board Members  
Russ Segraves, President  
Ray Burton, Vice-President  
Jay Papp, Secretary  
Mark Pavey, Treasurer  
Mark Doran, Director  
Judy Daniel, Director  
Gene "Beaver" Riley, Director
5. Announcement of retiring board members and incoming board members for the 2013/2014 year!
6. Secretaries Report
7. Financial Report
8. Introduction of Social Committee President – Lori Wallace or Jayne Dann VP
9. Activities Director/Librarian – Bonnie Huff/Lisa Hughes
10. Managers Report
11. Old Business
  1. Tennis Court
    - A. Finish floor
    - B. Paint fence
  2. Maintenance Building addition
12. New Business
  1. Contingency Plan Manual
  2. Updating employee Manual
13. Lot Owners – Question and Answers

\*\*\*\* PLEASE STATE YOUR NAME & LOT # SO THE SECRETARY  
CAN PUT IT IN THE MINUTES.

14. The board wishes to Thank Members for attending and donating their Time,  
Energy, Ideas, and money to make Wildridge a better place for everyone.
15. Next Board Meeting will be September 14, 2013 at 9:00AM at the day lodge.
16. Adjourn

**Wildridge Association Inc.  
27<sup>th</sup> Annual Leaseholders' Meeting  
Meeting Minutes**

**Date: August 10, 2013 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, President (lots #37)  
Jay Papp, Secretary (lot #312)  
Mark Doran, Director (lot #224)  
Judy Daniels, Director (lot #316)

Ray Burton, Vice President (lot #220)  
Mark Pavey, Treasurer (lots #17 and 18)  
Gene "Beaver" Riley, Director (lot #151)

Park Manager

Di Haffield

Guests / Visitors

None

**Informational attachments to meeting minutes:**

- President's Annual Meeting Agenda
- Financial statements

1. Call to Order
  - Call to order at 9:00 AM
2. Moment of Silent Prayer

For Members we have lost during the last 12 months.
3. Pledge of Allegiance
4. Introduction of current 2012/2013 Board Members

Russ Segraves, President  
Ray Burton, Vice-President  
Jay Papp, Secretary  
Mark Pavey, Treasurer  
Mark Doran, Director  
Judy Daniel, Director  
Gene "Beaver" Riley, Director
5. Announcement of retiring board members and incoming board members for the 2013/2014 year!
6. Secretaries Report

A motion was made to accept the minutes as presented.

The motion passed by a 6-0 vote.

*Motion: Mark Pavey*

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

*Yes: Unanimous*

*No: 0*

7. Financial Report

The Treasurer, Mark Pavey, provided a financial report and distributed financial information, (see attached)

- Old National Check has a balance of about \$261,762.00
- Charge account is at about \$2,991.00
- Old National Savings is about \$69,818.00
- Morgan Keegan restricted funds is about \$297,444.00

8. Introduction of Social Committee President – Lori Wallace or Jayne Dann VP

- No one was present from the social committee

9. Activities Director/Librarian – Bonnie Huff/Lisa Hughes

- Bonnie reported that there are quite a few books and movies still out and if you look in the library we have so many it may appear we don't have room to take it back in.
- Lisa reported that there are 3 kids club events left and that next year it may be every other week.

10. Managers Report

- Airplane has been repaired on playground
- Fence on common grounds has been repaired
- Eli Snelling is helping on the fence line with the weeds and reported trash bags being thrown over the fence, please report if you see this happening
- New basketball goals are in place and floors will be done shortly
- Rick Striegel is going to bid on tennis courts
- Quotes are being taken for fence around tennis courts as well
- 13 lots were sold last month
- Credit cards can now be taken with a 4% convenience fee
- Di wants to thank Mark and Russ for there service

11. Old Business

3. Tennis Court

C. Finish floor – Di handled in her update

D. Paint fence – Di handled in her update

4. Maintenance Building addition

- Permits for the maintenance area covering have been sent, still waiting on state

12. New Business

3. Contingency Plan Manual

- Mark Doran wants Di to compile this so that there is a manual to grab quick when there is an issue such as a water main break.

4. Updating employee Manual

- Di is working to update this.

13. Lot Owners – Question and Answers

- Lisa Hughes, Lot 159 – She states that she and several others have a concern about Ron and Alice’s boat being parked where it is and wants a bubble mirror installed at the corner to help with safety, Di will look into this with Lisa.
- Darrell Owens, Lots 235/673/674 - Has a complaint about the tall grass on lots that is not being taken care of. Di stated that the rules would not allow her to do that due to it not meeting a certain percentage of lot being tall. Russ instructed Di to cut lots and bill the owners anyway due to safety and health concerns.

14. The board wishes to Thank Members for attending and donating their Time, Energy, Ideas, and money to make Wildridge a better place for everyone.

15. Next Board Meeting will be September 14, 2013 at 9:00AM at the day lodge.

Adjourn

A motion was made to adjourn the Annual Meeting at 9:31 AM.

The motion passed by a 6-0 vote.

*Motion: Jay Papp*

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

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: September 14, 2013 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Committee Reports

A. Social Committee – Jayne Dann

B. Lifestyle Activities – Bonnie Huff

5. Manager's Report

6. Unfinished Business

7. New Business

8. Comments from Members

9. Next Meeting will be October 12, 2013 @ 9am at the Shelter House

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: September 14, 2013 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Mark Doran, President (lots #224)	Ray Burton, Vice President (lot #219&220)
Bernie Spahalski, Secretary (lot #103)	Jay Papp, Treasurer (lots #312)
Gene “Beaver” Riley, Director (lot #150&151)	
Ted Miller, Director (lot #139&140)	

Excused Absence

Judy Daniels, Director (lot #316)

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 Mark Doran and an agenda was distributed (see attached).

2. Secretary’s Report

The minutes from the August 10, 2013 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> Gene “Beaver” Riley*

*Yes: Unanimous*

*No: 0*

3. Treasurer’s Report

The Treasurer, Jay Papp, provided a financial report and distributed financial information,

Financial Statement not attached, Jay Papp is working on updating the report will have ready for the next meeting.

## Banking / Investment Authorization Transfers

All board members to get Jay or Di to sign investment forms

## Meeting with Accounting Consultant

Recommendations were made due to the large balance Wildridge keeps we may want to consider changing banks for better banking services and considerations or moving a portion of the cash balance to another bank.

## Health Plan – Pretax Elections

Prior to this year Wildridge health plan was post taxed

## Credit cards accepted in office – 4% convenience Fee

The 4% convenience fee is a small price to pay for the convenience of using a credit card purchasing golf cart stickers

## 4. Committee Reports

A. Social Committee ( Jayne Dann) looking for help during social events setting up and cleaning up after the event.

B. Kids Club (Lisa Clemens Hughes) – No one present to give report

C. Lifestyle Activities (Bonnie Huff) received a \$ 200 donation

## 5. Manager's Report.

Di is putting together a contingency book to help guide a person step by step on how to process task in the event she is not in the office.

The following are being worked on

Supply inventory – plumbing and electrical

Vendor contacts/schematics

Maintenance building organization

Administrative desk procedures

Employee manual

Wildridge website

Updating bulletin board

Pool winterizing

8 lots were sold last month

## 6. Unfinished business

Basketball / Tennis court resurfacing and fence painting - ready to resurface, need to resurface within the next 30 days. Two quotes and one tentative quote

\$3300.00 in fund, Motion was made to transfer money from the general fund to basketball court to get fence painted

Motion: Ray Burton  
2<sup>nd</sup> Motion: Jay Papp  
Yes : Unanimous  
No: 0

Mirror for S- Curve in Roadway – 4 day turn around time, Cost \$579.59 plus freight 400 foot view and the mirror is stainless steel. The Yield sign will be coming down and will be replaced by the SS mirror.

New maintenance storage barn - still waiting approval from the state.

### 7. New Business

Security Cameras’ – need to find a new supplier to upgrade cameras, the difficulty is getting someone up here to give a quote.

Purchase of maintenance truck - looking for a used 1 ton dully truck body that we can mount our 12.4 foot truck bed. Truck can be automatic or stick shift, gas or diesel, up to \$15,000 range including mounting of the truck bed, 100,000 miles or less. Since this is common work vehicle they are hard to locate and at a reasonable cost.  
Jay to call his contact in Frankfort to get a price on a truck body.

Cloth Carport permits will only need the approval of the park manager.

### 8. Member Comments

Lot owners Jayne Dann ( lot # 366 and 495), Marie Aquilina (lot #290), Chris Pollock ( lot # 330) would like the board to reconsider the rules and regulations governing Article V – Building Code and Restrictions – Carport. Jayne Dann came to the meeting and read some on the specifications of the cloth storage building erected on her lot. The storage building erected on the lot owners lots would like special consideration. This topic to be discussed at a future meeting when we have more information.

### 9. Next Meeting

The next general session will is scheduled at 9:00 a.m. on Saturday, October 12, 2013 at the Wildridge Day Lodge

### 10. Adjourn General Session

*A motion was made to adjourn the general session at 9:57*

*The motion passed by a 5 -0 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Ted Miller*

*Yes: Unanimous*

*No: 0*

**Wildridge Association  
General Session  
Agenda**

**Date: #DATE (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Committee Reports

A. Social Committee – Jayne Dann

B. Lifestyle Activities – Bonnie Huff

5. Manager's Report

6. Unfinished Business

7. New Business

8. Comments from Members

9. Next Meeting will be # DATE@ 9am at the Shelter House

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: October 12, 2013 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Mark Doran, President (lots #224)	Ray Burton, Vice President (lot #219&220)
Bernie Spahalski, Secretary (lot #103)	Jay Papp, Treasurer (lots #312)
Gene “Beaver” Riley, Director (lot #150&151)	
Ted Miller, Director (lot #139&140)	

Excused Absence

Judy Daniels, Director (lot #316)

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 Mark Doran an agenda was distributed (see attached).

2. Secretary’s Report

The minutes from the September 14, 2014 General meeting were presented in writing to all Board of Directors members, with copies circulated to the audience attending the meeting. The only change to the report noted by Jay Papp was to change the motion passed from 6-0 to 5-0, since Judy Daniels was absented.

*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> Jay Papp*

*Yes: Unanimous*

*No: 0*

3. Treasurer’s Report

The Treasurer, Jay Papp, provided a financial report and distributed financial information, see attached

Operating fund (Old National Bank) \$196,746.88,  
Keegan Morgan Restrictive funds \$297,444.27

2014 Budget Planning - Jay is still waiting for additional information to complete the preliminary budget proposal, and expects to send it to board members next week.

Late Fees -. Jay Papp made a motion to place a cap on late fees

Annual Dues are to be paid in full by July 1<sup>st</sup> of the calendar year as written in the Wildridge Association, Inc Constitution and Bylaws, Article IV

Any member who is in the arrears in payment of dues as of July 1<sup>st</sup> of the current calendar year will be assessed a \$30.00 late charge fee per month for 3 months.

If Annual Dues and late charges are not paid in full by October 1<sup>st</sup> of the current calendar year, the unpaid balance will be turned over to a collection agency or attorney.

A payment plan can be set up with the park manager.

All unpaid annual dues and late charges must be paid in full by December 31<sup>st</sup> of the current calendar year if a payment plan is set up with the park manager.

If a member misses a payment while on the payment plan the unpaid balance will be turned over to the lawyer.

Late Fees Misc. - Failure to comply with Wildridge Association Member Rules and regulations ( Written Citations)

Payment for written citations are due within 30 days after they are issued. A \$5.00 late fee will be assessed for 3 months after the 30 day grace period, then turned over to a collection agency or attorney.

The park manager has been authorized by the board to wave the 4% credit card fee to get late payments posted in the system.

*A motion was made to put a cap on late fees.*

*The motion passed by a 5-0 vote.*

*Motion: Jay Papp*

*2<sup>nd</sup> Gene "Beaver" Riley*

*Yes: Unanimous*

*No: 0*

#### 4. Committee Reports

##### Social Committee ( Jane Dann) -

Janet Caffee and Kathy Litch are two new social committee officers for 2014

Some of the proceeds to be spent on a small building to put chairs in, a small freezer because food for the events are scattered throughout the park and fixing some of the swimming pool chairs.

Jane Dann at her last social committee meeting gave special year end recognition certificates or awards for the hard work and volunteering of their time and energy.

Club (Lisa Clemens Hughes) Kids- Working on next year's schedule. Commented on more parent and grandparents are getting involved

##### Lifestyle Activities (Bonnie Huff)

#### 5. Manager's Report.

Basketball /Tennis Resurfacing and Fence painting – Advance Technology trying to get the resurfacing done before year end, Di working on getting a starting and completion date.

Mirrors for S-Curve in Roadway - Working on

New Maintenance Storage Barn - Additional variance paperwork filled out ready to submit. The building contractor Tom Harris so far has adsorbed the additional fees.

Contingency Planning with incorporates vendor contacts / Schematics, Inventory (electrical & plumbing), Maintenance Building Organization, administrative desk procedures are still a work in progress.

Received thank you letter from the English Volunteer Fire Department for our \$1260.00 donation.

G.H.S. revised Hazardous Material training needs to be completed by December 1, 2013 for all employees working around hazardous material.

#### 6. Unfinished business

Purchase of Maintenance truck – Still looking for a used truck body to fit our truck bed.

Permits for Cloth Carport – No comments by board members or lot owners

### 7. New Business

Di brought to the attention of the board the high electric bill for the day lodge which runs about \$700.00 per month. The day lodge only has 4 inches of insulation. Di to look into the cost of adding additional insulation.

### 8. Member Comments

Susan Mathews (Lot 40) asked if pet owners dogs can run without a leash for exercise in the confines of the tennis court area.

Board member Ted Miller asked if there was another area in the park dog owners can run their dogs without a leash.

### 9. Next Meeting

The next general session will is scheduled at 9:00 a.m. on Saturday, November 9, 2013 at the Wildridge Day Lodge

### 10. Adjourn General Session

*A motion was made to adjourn the general session at 10:03 am*

*The motion passed by a5-0 vote.*

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Jay Papp*

*Yes: Unanimous*

*No: 0*

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**Wildridge Association  
General Session  
Meeting Minutes**

**Date: November 9, 2013 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Mark Doran, President (lots #224)	Ray Burton, Vice President (lot #219&220)
Bernie Spahalski, Secretary (lot #103)	Jay Papp, Treasurer (lots #312)
Ted Miller, Director (lot #139&140)	

Excused Absence

Gene “Beaver” Riley, Director (lot #150&151)

Unexcused Absence

Judy Daniels, Director (lot #316)

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 9:08 a.m. by President Mark Doran and an agenda was distributed (see attached).

2. Secretary’s Report

The minutes from the October 12, 2013 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> Jay Papp*

*Yes: Unanimous*

*No: 0*

### 3. Treasurer's Report

The Treasurer, Jay Papp, provided a financial report and distributed financial information,

- Old National Checking Account - ( Operating Funds) \$196,746.88
- Old National Savings \$ 67,971.64
- Morgan Keegan Restrictive Funds \$297,444.27

### 4. Committee Reports

A. Social Committee ( Jayne Dann) - No report given

B. Kids Club (Lisa Clemens Hughes) – Next season (summer 2014), Kids Club will not meet every weekend.

C. Lifestyle Activities (Bonnie Huff) - Updating book inventory in the library has over 200 books

### 5. Manager's Report.

- Basketball / Tennis Court Resurfacing will be completed in the spring due the bad weather we are experiencing this fall.
- Mirrors for the” S- curve” in Roadway are on order and should be in shortly.
- New Maintenance Storage barn, working with Tom Harris on submitting the additional paperwork the state is requiring. The state is now requiring a set of full blueprints. Di commented that Russ Segraves said it would take 6 months to a year to get something approved by the state and he was not far off the mark.
- Purchase of Maintenance Truck Di has a new lead with a contact in Jeffersonville, has a meeting with him next week.
- Contingency Planning
  - Vendor Contacts / Schematics – Sitting on Di's desk, continually updating, will take a year to complete
  - Inventory (Plumbing, Electrical) and Maintenance Building Organization starting in December, the first stage will be removing of a wall, building / purchasing bins for parts and marking the bins accordingly
- GHS Revised Hazardous Material Training will be held Monday November 11, 2013 at 8:00 am. All staff is required by OSHA to attend the meeting including the park manager. OSHA is changing the markings on anything that has hazardous chemicals in it. All new incoming employees Di will do the training. A copy of the course completion must be in the employee's employment folder. The training was done by Jay Papp which saved Wildridge a lot of money.
- Insulation in the Day Lodge / Guard Building is complete at a cost of a little over \$1400.00. Insulation now equivalent to about a R44 rating.
- The doors for the Day Lodge (single and double door) came in wrong and have been reordered from Spring Valley, should be in the week before Thanksgiving.
- Sewer lift station preventative maintenance completed. The pumps were broken down, cleaned out and serviced.

- Picking up of leaves will continue to the first week of December weather permitting, then will continue pickup in the spring.
- Lot owners who have not paid their annual dues were notified by Di in writing ( middle of October) they have two weeks to set up a payment arrangement or their account will be turned over to the attorney. Di had a conference call with the attorney and he advised his office will send out a letter notifying the lot owner they have 30 day to comply. After the 30 days the attorney will start court proceedings in which the lot owner will also incur court cost and attorney fees.

A motion was made to have gate cards deactivated for late dues not received after 90 days of the due date.

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

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Jay Papp*

*Yes: Unanimous*

*No: 0*

- Di to provide the guard house with a list of gate cards deactivated. Security to direct deactivated gate card holders to Di.
- First aid and AED's training for guards and staff. American Red Cross set up equipment fee \$ 250.00 and \$110 per person a total cost of \$1240.00, training certification good for 2 years.

A motion was made to have the American Red Cross train / certify the guards and staff on first aid and AED's

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

*Motion: Ted Miller*

*2<sup>nd</sup> Motion: Jay Papp*

*Yes: Unanimous*

*No: 0*

## 6. Unfinished business

No unfinished business

## 7. New Business

2014 Budget presented by Jay Papp

- No increases in dues
- Wages included for employees, Wildridge will pay the same amount for medical benefits
- Several upgrades to the common ground area
  - 1 new piece of playground equipment –budgeted \$500
  - 2 heavy duty trash cans-budgeted \$1200
  - Bench for basketball court – budgeted \$600
- New front door and double doors in the day lodge still need to be paid for and installed budgeted - \$ 1500.00 (carried over from last year budget)
- Cameras (high Resolution) for maintenance area and day lodge –budgeted \$10,000
- Emergency park maintenance equipment and power blaster for pool - budgeted \$2000
- Renting of trackhoe as needed – budgeted \$5000
- New shirts and sweatshirts for the staff – budgeted \$1600
- 2 AED’s (front gate and day lodge) budgeted \$1500
- Safety loops for front gate – budgeted \$2000
- First aid kits - budgeted \$500
- TV for day lodge – budgeted \$500
- Replace lawnmower – budgeted \$7500
- Furniture for library – budgeted \$500
- Furniture for office - budgeted \$500
- Professional pest control service to spray around all buildings – budgeted \$840
- Recovering pool chairs, board funds to pay a portion, social committee to pay a portion – board budgeted \$800.
- 2 fire department donations – budgeted \$500
- Surplus of \$14,596

A motion was made for the approval of the 2014 Wildridge budget.

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

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Ted Miller*

*Yes: Unanimous*

*No: 0*

## 8. Member Comments

Lisa Hughes asked about the cost of CPR, AED training and certification for lot owners who may be interested in taking the class. Cost \$175 to get certified

9. Next Meeting

The next general session will be scheduled at 9:00 a.m. on Saturday, March 8, 2014 at the Wildridge Day Lodge

10. Adjourn General Session

*A motion was made to adjourn the general session at 9:57*

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

*Motion: Ray Burton*

*2<sup>nd</sup> Motion: Ted Miller*

*Yes: Unanimous*

*No: 0*

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