

WANDERMERE ESTATES HOA EXECUTIVE MEETING MINUTES

*1221 Fireside Lane
February 5, 2018*

1. ADMINISTRATIVE BUSINESS:

- a. Meeting called to order and quorum established. Present were Bob Harley, Dan Healey, Rich Saccomanno, Carol Turner, and Eric Lundin.
- b. December 4 minutes have been approved and posted to Website.
- c. Review and approval of financial reports

A. 2017 Year End-

1. Income for the year ending 2017 was up \$61,515.57. This is due to special assessments, developer reimbursement, and the \$12,068.00 delinquent payment.
2. Expenses for the year ending 2017 were up by \$33,036.00. This is because of Utilities, Payroll, Engineering Expenses, and Legal Fees.
3. Net Income is up \$52,071.26 because of the special assessments, developer reimbursement, and the \$12,068.00 delinquent payment.

B. January 2018-

1. Income is down \$4,404.19, this is because dues collection is below expectations.
2. Expenses are \$487.47 below budget, which reflects negligible variances in multiple categories.
3. Non-Operating expenses are \$35,819.00 above budget. This reflects the transfer of all outstanding Special Assessments to the HOA savings account in January.

C. Account Balances as of 1/31/2018

1. Operating Account - \$71,950.68
2. Savings Account - \$42,320.03, which is \$15,797.84 short of the high balance of \$58,117.87 in October of 2014.
3. Reserve Account - \$84,386.94
4. Total Available - \$198,657.65

D. Results of the 2016 Financial Audit were reviewed. This report will be posted to the Wandermere Estates Website.

- d. The next executive meeting is scheduled for April 2, 2018, 6:00 PM at location to be determined.

- e. The April HOA Semi-Annual Meeting is set for Thursday, April 19th, 2018. Bob Harley will make arrangements with the golf clubhouse to hold the meeting there.

2. OLD BUSINESS:

- a. Neighborhood Block Watch project update will be given at the April 19 HOA meeting.
- b. Emergency Disaster Preparedness program will be scheduled for spring. Same presenters. From county sheriffs' office. Venus to focus information toward gated community. Carol Turner will follow up.
- c. Berger/Vandervert lot remediation update - The ARC met with the developer in January. After the meeting, the ARC indicated the property would be cleaned up in the spring. Board agreed that the clean up should be coordinated with remediation of the McCullough property.
- d. Security camera project ARC approval is pending with only signage format and location yet to be set. Camera company will make a presentation at the April 19 HOA meeting.
- e. Upper cart path closure. Rock and bollard installation progress was discussed with the suggestion that the barrier could be removed for seasonal snow plowing and de-icing. Action tabled for input from emergency services providers.
- f. Landscaping issues. Update on 2018 contract. Phase 1 owners have issues with mowing, watering, fall cleanup, leaf disposal. A copy of the previously approved landscaping scope of work, and the recommendations by the landscaping committee has been provided. The latest communication from the Phase 1 landscaping committee is to contract with Jammin' and monitor their performance. WEB recommends adding "edging around all concrete transitions" to the Phase 1 contract. Motion made and seconded to add edging language. Motion carried, WEB will get bid from Jammin'.
- g. Reviewed were revisions of required listing, purchase, and occupancy forms (A, B, C) with input from Spencer. Motion was made by Dan Healey and seconded by Rich Saccamanno to approve the revised documents. Motion carried. New forms A, B, and C will be posted to Rules and Regulations and Website. Split occupancy is prohibited.
- h. Review of procedures for 2018 Wandermere Estates census. The first action taken is to send a postcard to all current homeowners who lived in the HOA at the time of the last census. They can sign the postcard, which certifies that they still live at the home. Once this step is complete, management will mail remaining homeowners copies of the census certification form. Any outstanding issues are dealt with either via CC&R infraction notices, or by going door to door. There is a certification letter that allows a witness to attest to the age of the occupant. Eric Lundin provided a copy of the Certification for 55+ Census.

- i. The ARC will now be a sub committee of the HOA Board, and therefore will be included under the liability insurance policy. Documents will be revised to allow for this change. Dick Vandervert will no longer control the ARC.

3. NEW BUSINESS:

- a. The Wheat application for solar panel installation was discussed. Action was tabled pending development of standardized criteria.
- b. Dan Healey suggested that the HOA join the three credit reporting services for approximately \$60 per month. Delinquencies for dues, fines can attach to members' credit reports. Dan moved that the HOA join, seconded by Carol Turner. Motion carried.
- c. The HOA sign policy was discussed. Political signs must not be prohibited. Trade signs for businesses are not allowed.
- d. Eric Lundin presented a sample ballot to be used for the 2018 board election. Candidate eligibility protocol was discussed. Nominations from the floor will be allowed. A question and answer session with the candidates will take place prior to voting. Procedures will be finalized at the April 2 executive meeting. With respect, Mr. Dalsanders has not submitted a bio, nor was he properly interviewed by the deadlines required in the bylaws. While he can be nominated from the floor on election night, his name will not be added to the ballot. Mr. Harley will follow up with him.
 - A. Update to this topic – As of 2/16/2018, the Board has reviewed new information, and Mr. Dalsanders will be included on the Ballot distributed to all homeowners.

4. OTHER TOPICS FOR DISCUSSION:

- a. No items for discussion.

5. ADJOURNMENT:

- a. Meeting adjourned at 8:45 PM.