

**WINDRIDGE CO-OWNERS ASSOCIATION, INC.
Indianapolis, Indiana
Board of Directors Meeting Minutes 2017 – 8**

Our VISION statement:

Windridge Condominiums will be a preferred residential community that is naturally beautiful, friendly, diverse, secure, thriving and influential in the Millersville area.

The regular meeting of the Board of Directors of Windridge Co-Owners Association, Inc. was held on August 21, 2017 in the Community Room of Windridge Office, Indianapolis, Indiana. Board President, Eleanor Keppler, presiding; Jane Loiselles serving as Secretary.

ATTENDANCE

Directors:

Class of 2017	x	Eleanor Keppler, President	x	Jane Loiselles, Secretary
Class of 2018	x	Vicki Eident, V. Pres.		Bill Pert
			x	Eileen Scott
Class of 2019		Tom Eggers, Treasurer	x	Mike McCracken
			x	Beverly Watkins
Staff:	x	Doug Beyers, Manager	x	Darcy Heyerdahl, Office Manager

Call to Order

President Keppler called the meeting to order at 7:00pm.

Owners Comments

Owners at 5303 Windridge Dr addressed the Board regarding intimidating behavior at the gate between a resident and a guest encountered by her new neighbors. President Keppler thanked owners for their comments. The board does not condone this type of behavior. Residents should notify the office and contact and police if they encounter harassment on Windridge property. New Owner at 5225 Whisperwood Ln introduced himself.

Adoption of Agenda

*McCracken moved, 2nd by Scott, to approve the agenda.
The motion was adopted.

Approval of Minutes

Keppler asked for approval of the minutes of the July 17, 2017 Board Meeting.
*Scott moved, 2nd by Watkins, that the minutes be approved as distributed.
The motion was adopted.

Acknowledge of Previous Board Action:

Architectoral Requests:

5401 Green Willow Dr. – Owners request to install shutters on either side of upper & lower front windows in their front courtyard. Color to match unit trim. Request was approved 9-0 by email vote on 8/14/17.
*McCracken moved, 2nd by Eident to acknowledge this request.
The motion was adopted.

President's Report – Eleanor Keppler –

Announcement & Tribute to Rick Alexander: Since our July meeting, this community has lost a Board member who was a leader for nearly nine years.

I first worked with Rick in 2007 as members of the budget committee. At that time, we had practically no capital reserves, a loan to repay, and owners who were discontent with the management. It was a challenge to sift through the inflated budget requests to cut the excess in order to develop a workable budget that allowed some funds to be set aside for future needs and still remain affordable.

In 2008, Rick was elected to the Board and became a member of the class of 2011. He became president in 2010. Under his leadership, Windridge has flourished due to the following changes:

- 1. We hired an excellent property manager who not only understands the infrastructural needs of the community, but also has "people" skills to work with employees and the unique personalities of the wonderful residents who choose to live in our beautiful and diverse community.*
- 2. We have paid off the debt and no longer have a special assessment.*
- 3. We have adequate reserve funds to pay for anticipated future needs to maintain our infrastructure.*
- 4. We have an on-going plan to maintain the beauty of the community.*

As with any aging community, new challenges develop. Presently, Windridge's biggest challenges are drainage issues. When I talked to Rick the day before he left us, his request of me was to keep working toward a fair solution to solve the drainage issues with our neighbors. I pledge to continue working to honor that request.

Windridge will miss Rick Alexander's dedication, leadership, perseverance and friendship. He loved this community, cared about the people who live here, and worked to his last hours to make it a better place.

Alexander Memorial: *At the request of many residents, donations were accepted and deposited in a special account. A handsome basket of plants from "Windridge Friends" was laced in front of the pulpit in the church. The remaining funds of over \$1200 will be used to establish a memorial on our grounds. I thank Vicki Eident and other volunteers for heading up this project.*

Nominating committee: *Sue Foxx, Karen Kuhn and Susie McAllister have agreed to serve on the nominating committee. A notice of the nomination procedure and timeline for submitting a resume will be distributed in the tubes during the week of September 11.*

Any owner who has lived in Windridge for at least a year is encouraged to submit an informal resume with a statement of why he/she is interested in serving on the board. New leadership is always welcomed.

New Owners Gatherings: *Consistent with our strategic plan, Windridge will be hosting two informational sessions for owners who are new to Windridge since the beginning of 2016 on*

Tuesday, September 12 at 7:00 p.m. & Thursday September 14 at 9:00 a.m.

The purposes of these gatherings are not only to welcome new residents, but for them to learn about how we function. We will also provide the opportunity for questions and answers.

Letters will be mailed inviting new owners to the session of their choice. There have been 35 units sold since January 2016. An RSVP will be requested since our space is somewhat limited. If necessary, we will move the meeting to the garage rather than the community room.

Board members are welcome and will be introduced if present, but are not obligated to attend.

Budget Meeting: Please plan to attend our Special Board Meeting on **Monday, October 2, 2017 at 7:00pm.** This will be an open meeting for the purposes of debating and amending the budget proposed by the Budget Committee. The Board will be given the proposed budget at the September 18th meeting.

Notice of this meeting will be recorded in these minutes, posted on the office door, the guardhouse and the website and sent by email.

Blood Drive: Thanks to Darcy's initiative and organizational skills, Windridge hosted its first Blood Drive with successful results. We hope to offer this opportunity to serve the community again.

Manager's Report – Doug Beyers

We have 221 homes in Windridge. The staff's purpose is to manage the responsibilities of the Co-Owners Association. We prioritize work based on importance. Habitability and safety issues are scheduled first. Repeated calls, emails and visits to the office only slow our progress. It is fine to inquire about a specific work order that is a habitability concern, such as a leaking roof or water intrusion. Please do not inquire repeatedly concerning low priority items, such as weeds in the yard or bare spots in the lawn. The preferred method to submit a work order is by email or online through our web page.

The **natural gas line installation** on Whisperwood Ln and Thicket Hill Ln is nearing completion. Windridge Co-Owners Association has NO financial obligation for this installation. It is being financed by Citizens Energy Group.

I would like to remind everyone – **deck and patio maintenance/replacement is the responsibility of the owner.** Please inspect your decks and patios.

Brick Wall Survey- I am investigating repairs to two walls at this time.

5401 Greenwillow Rd- Sump line remains to be buried which has been delayed due to work load. We will complete as soon as possible.

5347 & 5401 Greenwillow Rd area swale- The contract was signed and submitted to North Point Engineering for the design to improve the swale. I expect the design in the next few weeks.

Drainage & Erosion Planning- Windridge Dr drainage project started 8/16/2017. The Thicket Hill Ln/Whisperwood Ln drainage project will start later this fall.

Work Order Backlog- 90 outstanding. The backlog increased by 17 from last month.

Siding & Painting of 35 units- Siding repairs are approximately 80% complete. Painting is approximately 50% complete.

Main Gates- The North Main Exit gate and opener have been ordered and will be installed first. The North Main Entrance Visitor gate has also been ordered. The new block post has been installed for the Visitor gate.

I'm working on scheduling asphalt and gate installation.

5223 Windridge Dr- *the limbs have been removed from the large hickory tree. Removal of the mail trunk will follow.*

5314, 5318 & 5322 Windridge Dr- *Downspout repair has been delayed due to rain and work load. These will be our next area of repair.*

5338 White Marsh Ln Drainage Project – *Front walk and entryway have standing water. This project was reviewed with the board and will need to be completed by a contractor. This project is scheduled and budgeted of 2018. The owners have been notified.*

5269 Windridge Dr - *Water runs down the slope between the homes and across the patio slab. Owners are concerned that water will enter their basement.*

This project was reviewed with the board. It is scheduled and budgeted for 2018. Our maintenance staff will evaluate and make temporary improvements to route water away from basement door area until the project completed. The owners have been notified

5246 Whisperwood Ln- *Water stands on patio and floods during heavy rain. I need to investigate drains, pipe size and outfall water.*

5236 Windridge Dr – *Our maintenance staff had made prior repair to roof valley. Contractor made additional repairs to roof.*

5240 and 5270 Windridge Dr – *Both homes had chimney brick repairs made by a contractor.*

Four additional homes - *Our maintenance staff replaced metal chimney caps due to deteriorations and leakage.*

5201 Wheatcroft Cr – *Owners have requested that we hire an outside contractor to bury downspouts. Under discussion.*

5380 Thicket Hill Ln – *Owners have requested that their contracting company be allowed to paint their stand-alone home which is on the schedule to be painted this year. Pert & I recommend we allow.*

**McCracken moved, Eident 2nd to allow owners to use their contracting company to paint their home with the stipulation that they use our paint and color scheme.*

After discussion, motion was adopted by a vote of 4-2.

5382 Thicket Hill Ln - *Looking for plantings that will thrive in the shady, sloped area. This is a summer project.*

5349 Whisperwood Ln – *Owner is requesting floor repair/replacement due to water damage to flooring. I will investigate and make a recommendation to the board.*

Fencing Project along Cathedral border – *Phase 1 is completed. Phase 2, behind the rain garden, will be done this winter.*

Mayor's Advocate – Gregory Garrett 317-327-5119 – Mayor's Action Center 317-327-4622 - not in attendance.

Committee Reports by Board Liaisons

A. Architectural – Bill Pert

1. The following owners requested to hook-up to the gas line: **5239 & 5341 Thicket Hill Ln and 5237, 5241 & 5245 Whisperwood Ln**. This project was approved at the July 17, 2017 Board meeting. No Association funds are being used for this project. It is being financed by Citizen's Energy Group.

2. Owners at **5236 Windridge Dr** request to replace their damaged garage door. This request was granted emergency approval and is at the owners' expense.

**Eident moved, Watkins 2nd to approve the request.
The motion was adopted.*

3. Owners at **5227 Windridge Dr** request to install two skylights w/solar blinds & opening feature on the back side of their unit. This project is at the owners' expense and future maintenance.
Approval recommended.

**Eident moved, Scott 2nd to approve the request.
The motion was adopted.*

4. Owners at 5334 Thicket Hill Ln request the following at owners' expense:

a. Remove existing roofing & glass panels from back porch and replace w/decking, three skylights and matching singles.

b. Replace all porch windows & storm door w/ new to match rest of unit.

c. Replace steps to ground with small landing at bottom of steps – no change in footprint.

Approval recommended.

**Loiselle moved, Watkins 2nd to approve the request.
The motion was adopted.*

5. Owners at **5347 Greenwillow Dr** request to erect a 20' by 30' tent for a 2pm – 6pm party on Saturday, August 26. The tent will be put up in the common area behind the home on Saturday morning and removed on Monday, August 28. Neighbors on either side are aware of the request and have no objections.
Approval recommended.

**McCracken moved, Scott 2nd to approve the request.
After discussion, the motion was adopted.*

6. Owners at **5214 Fawn Hill Ct** request to replace existing deck with one of same footprint at owners' expense. Approval recommended.

**Loiselle moved, Watkins 2nd to approve the request.
The motion was adopted.*

B. Budget & Finance – Beverly Watkins – The committee has met, will meet again and will submit a proposed budget to the Board by September 18.

C. Cathedral High School – Elle Keppler & Bill Pert - Will discuss in Executive Session.

D. Human Resources – Eleanor Keppler – We are seeking an additional full-time maintenance employee with carpentry experience. Two area career centers have been contacted for possible leads for applicants. The position has also been posted on an employment web site. We hope to fill this budgeted position this fall.

E. Landscape & Beautification – Vicki Eident

Landscape Requests submitted –

1. **5380 Thicket Hill Ln** – Request to remove and replace overgrown evergreen.
Approval recommended.

*Eident moved, McCracken 2nd to approve.
The motion was adopted.

2. **5303 Windridge Dr** – Request to landscape west wall of garage to be done by Andrea’s Garden Center.
Approval recommended

*Moved by Eident, 2nd by Watkins to approve.
The motion was adopted.

3. **5227 Windridge Dr** –replace a pine tree which was removed in the spring.
Approval recommended.

* Moved by Eident, 2nd by Scott to approve.
The motion was adopted.

4. **5322 Windridge Dr** – Request to place two benches common area near their unit. The Committee recommends that the request be denied and the two benches be moved to a limited common area.

* Moved by Eident, 2nd by Watkins to deny the request.
The motion was adopted to deny the request. A letter will be sent to the owners by Property Manager and Landscape Liaison.

Landscape Report –

I have received many positive comments about how nice the landscaping looks this year. Our staff and many owner volunteers have worked hard to accomplish this cared for appearance. Tending our gardens helps maintain property values and increases the quality of life in Windridge. Every effort is greatly appreciated.

At the August 3rd Landscape Committee meeting, many items were discussed, including:

*- **An annual flyer** reminding owners of their landscape responsibilities will be updated, revised and distributed soon.*

*- The committee is in the process of **creating a resource of brochures and additional gardening information**. It will be available in the community room as a reference for all owners.*

*- The committee is **encouraging the use of natural edging**, such as a border of mulch, between grass and garden plants. The use of rocks, bricks, metal and plastic edging are discouraged due to the increased costs that require our landscape contractors to use string trimmers which is labor intensive and more costly than mowing.*

*- The dyed black mulch that has been used for several years is also of concern. The committee would like to return to the use of **natural dark brown bark mulch** in all gardens. All dyed mulches present problems to our environment.*

*- Consideration is being given as to **how best to control the grasses and invasive weeds in our wildflower and rain gardens**.*

The Landscape Committee meets on the first Thursday of each month at 1:00p.m. in our Community Room. All gardeners are welcome.

F. Rules & Regulations – Eleanor Keppler –

A one page memo, “Garage Storage & Parking” will be distributed to each residence in the tubes. This is in response to trash containers and grills being left outside, parking in inappropriate locations and parking of inoperable vehicles

G. Security – Mike McCracken reported –

A limo driver used his business card to cover the electric eye which disabled our north exit gate over the weekend. Neighborhood watch coordinator tried to reactivate the gate but ended up having to call the Property Manager. Our cameras captured pictures of the limo driver disabling the gate. He will be sent a bill to cover our costs. Our Neighborhood Liaison Bev Watkins, Property Manager and I will attempt to meet with Phi Psi representative to discuss this matter.

H. Social – Vicki Eident

*Weiner Roast Picnic will be held on **Saturday, October 14th** in the area across from the Community Room beginning at 4:00 pm. A flyer will be distributed prior to the event. All residents are welcome.*

If there is interest, consideration is being given to holding introductory classes for iPhone, iPad, and Android users. Subjects covered may include opening the Windridge gate from your smart phone and using apps such as addresses calendar, messaging & Facebook. Those interested should contact Vicki Eident for details.

A committee to welcome new homeowners is getting started again. Please contact Vicki Eident if interested.

Social organizations and events are included on the windridgecondos.com website.

Unfinished Business: NONE**New Business:**

*Eident moved, Scott 2nd to appoint Charles Boyle to fill the remainder of Rick Alexander’s Board term. The motion was adopted. Welcome, Charlie.

Adjourned to Executive Session at 8:18pm to discuss: Cathedral lawsuit, covenant violations and other legal issues. No action was taken.

The meeting was adjourned at 9:20pm.

Next Regular Meeting will be at Windridge Community Building on Monday, September 18, 2017 at 7:00pm.