

**WINDRIDGE CO-OWNERS ASSOCIATION, INC.**  
**Indianapolis, Indiana**  
**Board of Directors Meeting Minutes 2017 – 6**

**VISION:**

*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 June 19, 2017 in the Community Room of Windridge Office, Indianapolis, Indiana. Board President, Eleanor Keppler, presiding; Jane Loiselle serving as Secretary.

**ATTENDANCE**

Directors Present: Class of 2017	x	Rick Alexander - (phone)	x	Eleanor Keppler, President	x	Jane Loiselle, Secretary
Class of 2018	x	Vicki Eident, V. Pres.	x	Bill Pert		Eileen Scott
Class of 2019	x	Tom Eggers, Treasurer	x	Mike McCracken	x	Beverly Watkins
Staff	x	Doug Beyers		Darcy Heyerdahl		

**Owners Comments**

Owners at 4923 Windridge Dr submitted a work order concerning woodpecker damage to the unit. Beyer explained that at least five other homes in the area have similar problems. More serious maintenance issues have taken priority. In addition, staffing is short. There is money budgeted for an additional fulltime person which we haven't been able to fill. After a discussion the Board referred the problem to Beyers to investigate and make a temporary repair until a permanent solution for such problems may be implemented.

**Call to Order**

President Keppler called the meeting to order at 7:30 pm.

\* Loiselle moved to approve the agenda as amended.  
 The motion was carried.

Keppler asked for approval of the Minutes of the May 15, 2017 Board Meeting.

\*Loiselle moved that the Minutes be approved as distributed.  
 The motion was carried.

**President's Report – Eleanor Keppler**

**Strategic Plan** Facilitator – **Jon McGann** addressed the Board regarding the pleasant process. He encouraged us to use the plan and call on him at anytime with questions or for guidance.

*Board members worked together to consider our vision for Windridge, examine our mission, identify goals that are important to achieve the vision and mission, set objectives to obtain the goals, plan strategies to reach the objectives, identify tactics (actions), and determined who is responsible for implementation and the resources required.*

*Attached to this agenda is the summary of the plan. If residents wish review the complete plan, they may either read a copy which will be kept in this room or ask Darcy to make them copies. You will see the vision statement in the heading of our minutes each month.*

*Now our job is to implement the plan. The good news is that work has already begun and the opportunity news is there is more to do. I have created for board members a summary checklist to help subgroups track progress. This is not designed to replace the detailed plan. It is important that groups use the strategies and tactics as stated in the plan.*

*At the September Board meeting we will review the strategic plan with subgroups reporting on progress and recommending revisions.*

*I am asking the Long Range Planning Committee to make recommendations for the board to incorporate into the plan for it to extend into 2018. They are to consider amenities and services that will attract buyers and help us create a “preferred residential community.” This report will be shared at the November meeting.*

**Recommendation** to approve the Strategic Plan as published.

\*Loiselle moved, Watkins 2<sup>nd</sup> to approve the Strategic Plan as published.

*Beverly Watkins has agreed to have the title of her liaison area changed from Phi Psi Liaison to **Neighborhood Liaison**. In this role she will assist with the External Influence in the Millersville Area activities.*

The **Neighborhood Picnic is June 24**, this coming Saturday! I have invited our Mayor’s Advocate, Greg Garrett and representatives from the Millersville at Fall Creek to tell how we can work together and meet and greet our residents. Bill Pert has invited representatives of the police department to stop by and meet residents.

**Treasurer's Report –Tom Eggers**

**TREASURER'S REPORT**

**May 2017**

K = Thousands ( ) = Negative  
Numbers

**Results for May, 2017**

Total Expenses are under budget (55.8) K

Major areas for the underage:

Grounds Maintenance (13.6) K  
Walk/Driveway/Road maintenance below budget

Building Maintenance 10.3 K  
Foundation/Crawl Spaces expenses exceed budget

Major Repairs/Replacemnts (53.7) K  
Siding and Painting have not started

**Results for the Five Months Ended May 31, 2017**

Total Expenses are under budget (109.8) K

Some major reasons for the underage:

Major Repairs and Replacements (81.6) K  
Siding/Painting have not started  
Gate Improvement has not started  
Driveway replacement hasn't started

Grounds Maintenance (30.1) K  
Most expenses under budget

Building Maintenance 18.5 K  
Foundation/Crawl Spaces over budget

Salaries & Wages (11.4) K  
Timing issues

**Manager's Report – Doug Beyers**

**Audit-** Our audit was completed June 8 & 9<sup>th</sup>.

**Deck Maintenance & Replacement-** I would like to remind everyone that deck maintenance and replacement is the responsibility of the owner. There are several decks in the community that need attention. This will become an issue we need to address. We will be sending letters to the owners of 2-3 units soon. Board members Bill Pert, Mike McCracken and Property Manager Doug Beyers will discuss a plan of action and report back at the July meeting.

**Brick Wall Survey-** No additional information to report.

**5255 Greenwillow Rd-** Brick and stone work should be completed today.

**5330 White Marsh Ln-** (west side of barn) the chimney and about 800 square feet of roofing were replaced due to a leak. This was contracted due to the steep slope and height of the roof.

**5236 Windridge Dr-** Our maintenance crew replaced about 175 square feet of roofing beside a skylight and roof valley due to a leak.

**5401 Greenwillow Rd-**

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

2. The bid for engineering work on the swale is available for review. The board should make a decision at the June meeting. **Will discuss in Executive Session**

**Drainage & Erosion work-** I am waiting on a start date from the contractor re: **Windridge Dr and Thicket Hill/Whisperwood** projects approved by the board.

**5382 Thicket Hill-** We are researching plantings that will thrive in the shady, sloped area. We plan to plant before winter.

**Work Order Backlog-** 64 outstanding down from 78 last month. As major projects are nearing completion we hope to be able to concentrate on clearing work orders.

**Paint Color Selection-** Letters were distributed in the tubes re: paint color selection. Only 25% are back. Please return your selections in the next week. Painting is already started. Siding repairs are approximately 10% complete and we are close to budget.

**Broadleaf and fertilizer-** round two was applied.

**Spring Pruning-** is scheduled to begin the week of June 26.

**Main North Gates, visitor & exit-** I have one bid for the total project and one bid for just asphalt work. I continue to solicit bids for the total project. It has been hard to find a contractor who wants to do the total project.

**Termite Inspections-** letters were mailed in May to owners who are overdue for inspections. The inspectors will be here the week of June 19. We are offering Saturday appointments this year to accommodate owners.

**Fawn Hill Tr Sewer Lateral-** the finish grade and seeding is completed.

**Gutter Cleaning-** was completed last week. **REMINDER** If you are still having a gutter issue please submit a work order either online or at the office and describe the location of the issue.

**5223 Windridge Dr-** *the large hickory tree needs to be removed per the risk assessment. The contractor will be scheduled ASAP. The \$8000 cost was not planned in our tree budget.*

**5325 White Marsh Ln-** *The water under the slab which entered the duct work was leaking from the supply line under the slab, which is the owners' responsibility. The owners had the section of pipe replaced and their insurance company paid the bill.*

**Drainage Project-** *between **White Marsh Ln** and **Greenwillow Rd** on the Chipwood end of the street is completed. Our maintenance crew completed this **major project** for less than \$3000, which saved the association a significant \$3000 over the \$6000 estimate.*

**5265 and 5269 Windridge Dr-** *front yard drainage, downspout & yard repair is completed. This was another major project completed by our maintenance crew resulting in a significant \$1000 savings to the association.*

**5314, 5318 & 5322 Windridge Dr-** *downspout repair has been delayed due to rain and will be our next major project.*

### **Mayor's Advocate – Gregory Garrett**

-Repainting Emerson Way Traffic Calming lines is on hold due to complaints from neighbors to the south.

Greg will keep us apprised and updated if meetings are scheduled. This was a project three years in the making which was developed by city engineers with coordination from Millersville/Fall Creek Valley. Please send letter of support to Greg at: gregory.garrett1@indy.gov Cell: 317-777-2391 Work: 317-327- 5119

- Fall Creek Trail signs need replacement
- Town Hall w/Dan Parker, new DPW director, will be scheduled.
- IndyGo is adding a Purple Line bus. N on Meridian to 38<sup>th</sup> which may affect traffic
- Senator Jean Breaux can attend our meeting with updates. President Keppler will pursue.
- Greg will be attending our picnic.

### **Committee Reports by Board Liaisons**

#### **A. Architectural – Bill Pert**

**1. 4947 Windridge Drive** - *Requesting to replace all windows in the unit. The vendor will be Apex Energy group & the windows will closely match those that are being replaced. "Antique Bronze" exterior finish & brick molding. **Recommend Approval***

\* McCracken moved, 2<sup>nd</sup> by Eggers to approve.

The motion was carried.

**2. 5230 Hawks Point** - (After the fact) Requesting to replace all windows in unit.

Note: This project has already been completed ... homeowner was under the impression that no BOD approval was necessary, if exact match windows were being installed. Vendor is Renewal by Anderson. All supporting paperwork & completed request form are now in the unit file.

#### **B. Cathedral High School – Rick Alexander**

Will discuss in Executive Session

#### **C. Human Resources – Eleanor Keppler**

Personnel changes: Due to personal reasons, Roger Revell no longer works for us.

Keller Mellowitz joins Sam Grass and Javier Alvarado, Jr on our summer staff.

#### **D. Investment – Tom Eggers**

In line with our Strategic Plan a \$17,000 CD will be purchased from First Internet Bank.

#### **E. Landscape – Vicki Eident**

*The Landscape Committee will begin having a monthly meeting on the first Thursday of each month at 1:00 in the Community Room.*

**5151 Hawks Point Rd-** submitted a Landscape Request to update foundation plantings  
**Committee recommends approval.**

*\*Loiselle moved, McCracken 2<sup>nd</sup> to approve.*

Motion was carried.

*Landscape reminder letters will be sent out the week of June 26<sup>th</sup>.*

*The garden across the street from 5419 Greenwillow Rd will be added to the Landscape TO DO list.*

*The enclosed front yard west of 5419 Greenwillow Rd will receive a landscape reminder letter.*

*Thanks to everyone who continues to contribute to the beautification of Windridge. All effort is appreciated.*

#### **F. Marketing & Communications – Jane Loiselle**

*The summer issue of **The Windreader** will feature Owner Ken Myers and his efforts re invasive species. Ken & Kathleen Roman will have picture boards at the picnic which will be posted in community room after the picnic.*

*An all neighborhood email was sent last week re honeysuckle eradication & was well received.*

*Text messages were used for water shutoff.*

*Website usage has been average - approx 1500 hits per month.*

#### **G. Rules & Regulations – Eleanor Keppler**

Last month Marion Dunson relayed to the board resident concerns regarding speeding cars. The following is the policy as stated in the Introduction to Windridge Homeowner's Guide

***Speed Limit & Stop Signs:*** *Without exception, the Speed Limit throughout Windridge is 20 MPH.*

*It is critically important that all residents, their guests, and employees observe the speed limit*

*for the protection of all. Many Windridge residents enjoy walking and biking and several*

*residents use scooters for their outdoor activities. Numerous residents also use the streets to*

*exercise their dogs. Because Windridge does not have sidewalks, speeders expose pedestrians*

*and animals to significant risk. For the safety of all, drivers are urged to strictly adhere to the 20*

*MPH speed limit and to obey all stop signs. Guests, as well as those who are employed by*

*residents, should be reminded that the speed limit applies to them as well.*

*Because the streets serve as a drain system for rain and melting snow, drivers should be*

*courteous and slow down when they pass pedestrians on the street to avoid splashing them.*

*Because water may still splash at some distance from a vehicle travelling 20 miles per hour,*

*common sense suggests that drivers may actually have to slow down to whatever speed is*

*necessary to prevent splashes.*

**Recommended actions** to support this policy are as follows:

1) send an all neighborhood email reminding residents of the speed limit policy,

2) post a sign in the guardhouse window

3) send letters to the FedEx and UPS dispatchers asking them to tell their drivers to follow the speed limit.

## Will discuss covenant violations in Executive Session

### H. Social – Victoria Eident

*This June approximately 35 residents attended First Friday Social at the home of **Tom and Judy Eggers**.*

*All residents are encouraged to attend each month. The Social is held on the first Friday of each month in resident's homes from 5 - 7 pm. Those attending bring their beverage of choice and snack to share.*

***First Friday Social** - Many thanks to **Judy Eggers** who has agreed to be the new point person for First Friday Social. In the future she will be sending reminders to those who wish to be advised.*

***Picnic** - The annual Picnic will be held on Saturday, June 24th at 4:00 pm. in the green space across from the Community Building. Flyers announcing the details have been distributed.*

***Multi Purpose Recreational Court (Tennis Court)** – 8-10 Interested residents met to brainstorm ideas about the future of the tennis court. Doug Beyers is researching the cost to renew, repair or replace. The ad-hoc committee will reconvene in late July. **Dave Fowler** will set up a Pickle Ball court and give a demonstration.*

***Wi-Fi - Interest in community** - Wi-Fi is being explored. In addition to being a marketing asset, this shared resource could be a saving for each owner.*

***Community Room** - An ad-hoc committee met and determined that the guidelines for use of the Community Room have been effective. In addition, they recommend that –*

- 1. Owners are allowed to use the room no later than 11pm for small private events no larger than 20 people.*
- 2. The resident must be present during the entire event.*
- 3. Owners must clean up after their function or they will be billed accordingly.*
- 4. A \$25 required key deposit would be refunded when key is returned to the office.*
- 5. Reservations are on a first come basis and may be made six months in advance.*

*The guidelines will be reviewed in one year.*

*\*Loiselle moved, McCracken 2<sup>nd</sup> to accept committee's recommendation as amended above.*

*\*Keppler moved, Eident 2<sup>nd</sup> to table the motion until the July meeting.*

*Motion to table was carried.*

### Unfinished Business: NONE

### New Business: NONE

**Adjourned to Executive Session at 8:52pm to discuss:** Engineering Bid, Covenant violations, Cathedral lawsuit and Collections report

**Reconvened Regular meeting at 10:32pm.**

**Adjournment: The meeting was adjourned at 10:33pm.**

Next Regular Meeting at Windridge Community Building on Monday, July 17 2017 at 7:00 PM.