

WINDRIDGE CO-OWNERS ASSOCIATION, INC.
Indianapolis, Indiana
Board of Directors Meeting Minutes 2018 – March

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 March 19, 2018 in the Community Room of Windridge Office, Indianapolis, Indiana. Board President, Vicki Eident, presiding; Beverly Watkins serving as Secretary.

ATTENDANCE

“x” indicates - present

DIRECTORS			
Vicki Eident, President	X	Charles Boyle	
Mick McCracken, Vice President	X	Jon McGann	X
Beverly Watkins, Secretary	X	Bill Pert	X
Tom Eggers, Treasurer	X	Eileen Scott	X
		Karen Shepherd	X
STAFF			
Doug Byers, Property Manager	X		
Renee' Michael, Office Manager	X		

CALL TO ORDER

- President Eident called the meeting to order at 7:03pm.

OWNERS COMMENTS

- Kathleen Roman shared that there are changes being made to polling station locations. She will investigate and share with the Board to help inform residents.

MAYORS ADVOCATE – Gregory Garrett [317-327-5119](tel:317-327-5119) - Not in attendance

- MAYORS ACTION CENTER LINE - [317-327-4622](tel:317-327-4622)

ADOPTION OF AGENDA

- Eident asked for approval of the agenda for the March 19, 2018 meeting.
 * Pert moved, 2nd by Eggers, to approve the agenda.
 The motion was adopted.

APPROVAL OF MINUTES

- Eident asked for approval of the minutes of the February 19, 2018 Board Meeting.
 * McCracken moved, 2nd by Scott , to approve the minutes as previously distributed.
 The motion was adopted.

ACKNOWLEDGEMENT OF PREVIOUS BOARD ACTION

- Eident asked for approval of the architectural requests listed below.
 - * Pert moved, 2nd by Watkins ,that the requests be approved. The motion was adopted.

ARCHITECTURAL REQUESTS

- Previously submitted to and **approved** by board members **via email**

5322 Windridge Drive - Window Replacement Request

Request is to have (2) two double hung windows replaced by Custom Exteriors, a local Hancock Co. Contractor. The manufacturer of the windows is Joyce & the product line is Heritage. The windows will be white interior with a (matching) musket brown exterior. This is at the homeowners expense.

OFFICERS' REPORTS

PRESIDENTS REPORT – Vicki Eident

Several Windridge owners attended the Walgreens hearing on March 7th. The attorney for Walgreens out-of-state investment property owner re-filed the Petition to remove commitments on the property's use and hours, to allow for a Dollar Tree.

The site is at a prime gateway to the Millersville business community. Its future use needs to complement the Village and be consistent with the guidelines of the Millersville 2012 Village and Corridor Plan. Use of the property for a Dollar Tree would have been inconsistent with the Plan. I commend the Millersville at Fall Creek Valley organization for their hard work in continuing to improve and maintain our greater neighborhood. Thanks also to the Windridge owners who signed the petition and/or provided support at the meeting.

I encourage Windridge residents to participate in the city wide anti-litter campaign on Saturday, April 14th from 9am-12pm. Meet in the parking lot at [5023 East 56th St](#). Trash bags, and gloves will be provided. Helping to maintain the beauty of the Millersville community benefits Windridge as well.

Last week Beverly Watkins and I attended the CAI meeting. The topic Building Strong & Connected Communities was interesting and informative. Windridge belongs to the Central Indiana Chapter of Community Associations Institute. Board members are invited to attend monthly meetings to learn about managing homeowner associations.

VICE PRESIDENTS REPORT – Mike McCracken No Written Report

SECRETARY'S REPORT - Beverly Watkins No Written Report

TREASURERS REPORT – Tom Eggers

TREASURER'S REPORT

February 2018

K = Thousands () = Negative
Numbers

Results for February 2018

Total Expenses are over budget	<u>1.2 K</u>
Major Repairs/Replacements over budget	9.6 K
Erosion/drainage over budget	
Building Maintenance under budget	(3.9) K
Salaries & Wages under budget	(5.3) K
Planned addition didn't occur	

Results for Two Months Ended February 28, 2018

Total Expenses are under budget	<u>(34.6) K</u>
Building Maintenance under budget	(13.3) K
Foundation/Crawl Spaces - no expense	
Termite/Pest Control - no expense	
Building Repair under budget	
Major Repairs/Replacement under budget	(16.6) K
Truck not purchased	
Salaries & Wages under budget	(8.9) K
Water/Sewer over budget	6.5 K

MANAGERS REPORT – Doug Beyers

Up-Date for north (main) exit gate and visitor gate. The new opener for the visitor gate was installed. The new visitor gate is 3 feet wider than the old gate. This will allow trash trucks, and delivery truck to enter the visitor gate. Please use the three-digit call box codes when receiving deliveries

South Exit Gate – A small group met and developed a basic design for the gate layout. This design has been reviewed by a qualified contractor for recommendations, alterations and pricing. I expect pricing for the gates and operators by the April Board meeting.

Drainage and Erosion Planning- The Thicket Hill Drainage Project start date is dependent on the weather. 5338 White Marsh drainage has been installed. Asphalt repair remains.

5223 Windridge Drive is the first planned structural repair for 2018. A contractor is scheduled for March 22, 2018 for an estimate.

Replacement of the old chain link fence between Cathedral and Windridge with a new eight-foot wood fence is underway. This fence was budgeted for 2018 and is part of a security improvement plan. After the fence is completed grass and other vegetation will be added to enhance the appearance.

The maintenance staff has been focused on removing dead ornamental trees that were previously marked by the landscape committee. The staff has also been filling/patching holes in the streets.

When you are away for an extended period of time or on vacation, it is important that you have someone check your home. All windows and doors should be locked for security. The mail and newspapers should not be allowed to accumulate. Mail should be held or forwarded. The newspaper delivery should be stopped. Lights on timers should be checked to make sure they are functioning. Notify your neighborhood block captain and the Windridge Office when you plan to leave and return. Also provide the office with emergency contact information in case of an emergency.

Removal of dead trees and trees with potential property damage risk will begin ASAP. We are waiting on the tree contractor.

COMMITTEE REPORTS BY BOARD LIAISONS

A. Budget – Karen Shepherd

- Members for the 2018 Budget Committee are being recruited. Any interested owners should contact Karen Shepherd or the office.

B. Cathedral High School - Karen Shepherd

- Discuss in Executive Session.

C. Human Resources - Vicki Eident

- Renee Michael is now fully in the role of Office Manager, following the resignation of Darcy Heyerdahl. Residents are invited to stop by the office and meet Renee.

D. Insurance – Mike McCracken

- The association insurance policy premium was increased by \$13,552.00 at renewal with Travelers. Doug ad I met with our agent to discuss the increase and request an additional review by Travelers because we felt they included some property that is not the responsibility of the association. As a result of our meeting and the additional review by Travelers, the premium increase for the association policy in 2018 was reduced by \$8,465.00.

- The policy has been renewed with an annual premium of \$73,540.00. This is still an increase of \$9,719.00 from the 2017 premium. We solicited bids from other insurance carriers, but due to loss history, none were willing to provide us with a bid.

E. Landscape & Beautification – Beverly Watkins

- Plans are underway for the Landscape committee to inventory Windridge grounds the last week of March to identify needs such as tree removal, new planting needs, ground maintenance issues, etc. Residents may see volunteers on the common grounds behind and around units during that time.
- A communication was sent out by the committee to inform residents of the pruning moratorium for 2018, allowing plants an opportunity to recover from over-pruning in 2017. Additional reminder memos will go out, reiterating the reasons for this change and asking residents to tend their own foundational shrubs and flowering bushes if needed.
- An invitation has been extended to all residents to **join the Windridge landscaping volunteer efforts by offering up to five hours per year** of time spent mulching, weeding, watering, tending corner gardens, trash removal, and general beautification of the neighborhood. Announcements of formal 'work' days will be forthcoming but random acts of landscape kindness are always welcome.

The Landscape Committee is willing to provide owners with guidance. Remember, a landscape request must be submitted and approved prior to any gardening in common areas and for new plantings or removals in limited common areas (except annuals and perennials).

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

F. Marketing and Communications - Jon McGann

- The Marketing-Communication Committee will develop a Strategic Plan to present to the Board for approval. They will consider all pertinent issues with the current website and look for options to update, spice up, and simplify the site.

UNFINISHED BUSINESS

- Following a discussion of ACH and its advantages for both owners and the Association, a Board Member was asked to formulate a proposed policy regarding ACH which the Board will review, discuss, and consider at a future meeting.
- An 'abridged' version of Rules and Regulations (to be sent to residents as a reminder of some of the more critical items) was reviewed. Changes were recommended and a second draft will be reviewed at the April meeting.

NEW BUSINESS

- A request was made to remind owners to leave front porch and back entrance lights on at night to deter break-ins. Information was shared that there is now a dusk to dawn LED bulb

(available on Amazon for approximately \$8.95) which can be placed in existing light fixtures and eliminates the need to install special equipment.

ADJOURNED TO EXECUTIVE SESSION at 8:01 pm to discuss: *Cathedral litigation*

REGULAR SESSION RECONVENED at 8:40 pm *No action was taken*

MEETING WAS ADJOURNED at 8:40 pm.

- The next Regular Meeting will be at Windridge Community Building on Monday, April 16, 2018 at 7:00 pm.