

Wildwood Lot Owners Association
Board of Directors Meeting Minutes

March 14, 2020

Came to Order at 8:00 am

- Present: Randy Hudson, Trudi Elliott, Chris Oliver, Robyn Overly, Trei Irwin, Chris Bayless, Tami Kiso (via phone)
- Absent: None

Trudi Elliott opened with prayer

Pledge of Allegiance

Finance

- Financial Updates
 - General liability insurance renewing 4/4/2020 – up 5.5%
 - Lot owner asked about Wildwood employees being bonded. Robyn found that we can bond 10 employees for \$50,000 liability for \$359 year. Board agreed to purchase
 - The “Equipment” policy was just renewed for \$3,500
 - Going to review the current status of our fleet to ensure we’re insured correctly
 - 2019 Tax return is complete. The new Pump truck was written off in its entirety.
- Online bill paying and invoicing
 - Robyn has the application for online bill paying. Will complete the application after tax season
 - Robyn discussed additional services that the accounting company can provide. They provide HOA services for approximately \$9,000 a year (\$175 per week) – annual invoicing, monthly invoicing, maintaining lot owner lists, ... Will start with online bill paying and pursue additional services. Should be discussed at the May lot owner’s meetings

Lonnie Update

- Robyn asked about the 2005 F150. Lonnie indicated it’s not being used and should be sold
- Pool status
 - Pressure test company cancelled on the pressure test because of the rain. Awaiting it to be complete. Rescheduled for this Tuesday, 3/17. If they can’t make it this week, Lonnie will pursue other options

- Trei indicated we need a pump for the bottom of the pool because the pool is not fully draining at the bottom. Trei to look at the cost to purchase a ½ HP pump
- Pool cover has been removed
- New Gate system installation starting on Monday, 3/16. Wildwood staff will begin the necessary trenching on Monday as well.
- Will run Cat 5 network cable and conduit from the office to the guard shack in the same trench as the new gate system cables, to enable internet to be extended to the guard shack
- Discussed the electric meter at the pole that serves the maintenance shed. Board agreed that we need a meter and shut off switch installed for the marquee

Finance (Continued)

- 2020 Budget
 - Year to date cash flow indicates we're tracking better than last year. Because of the weather we do not yet have an estimate for the cost to repair the pool. Need for a special assessment will be evaluated once we understand the cost of the pool

Executive Session

Combined BOD/PC session started at 10:03 am

- Finance
 - Corporate tax return complete e-filed
 - Moving ahead to establish online bill paying. Will start the application process after tax season
 - Wildwood will be pursuing paperless invoicing, bill paying to the extent possible
- Pools – costs to repair are still unknown. The pressure test has been delayed due to weather and we need those results before we can get bids to repair the pool
- A question was asked if the pool will open in May. BOD indicated that it's not looking good based on the status of the pool. It needs to be repaired before it can open
- A lot owner asked about rock on the road. BOD indicated there is a halt on it now and is just being patched
- A lot owner asked about the status of the pool. She indicated that the BOD might think about sending the costs of the pool repairs out in a special assessment. She asked if we could charge a pool entry fee, but it was indicated we cannot because of the covenants and bylaws
- A lot owner asked when we go paperless if that can also be for ballots. The answer is no, because of existing covenants and bylaws
- A lot owner indicated that she hears people are concerned about the equipment pavilion, the pool, and costs. She says lot owners want to know how we have money

for the pavilion, but not for the pool. And want to know why the equipment pavilion wasn't sent for a vote of the lot owners. The BOD response was that the BOD is elected to represent the lot owners to supervise the budget and spending.

- Randy agreed to discuss putting something on Facebook to address the need for the equipment pavilion, and PC will add it to the next Hooter
- A lot owner discussed concerns he's heard that maintenance vehicles are driving too fast in the park. Trei will discuss with employees
- A lot owner asked about a lawsuit that is outstanding. BOD indicated it's a 10-year-old lawsuit issue that is going to trial soon
- A lot owner discussed concerns with the roads, having metal and nails washing up
- ATV inspections will no longer be done by the office. There is a security concern with the office staff leaving the office unattended. It will be posted on Facebook that Security will be doing them going forward. Security will start at 10:00 am on Saturdays and Sundays going forward
- Randy indicated no DNR updates
- Equipment shed installation will start this week or next
- Covenants & Bylaws update
 - C&B presented to the BOD some potential changes to section 8 for possible vote at the lot owners meeting, but that was deemed not appropriate. Section 8 is now on hold and the C&B committee is moving to Section 2
- Mike Tanner will be going over the statistics of this year's managed deer hunt with the Conservation person and will also discuss with Randy
- A question was asked if the BOD and PC meeting that is scheduled for Easter weekend should be moved. The BOD will discuss and respond to PC
- A lot owner asked for an update on the new gate card system. Trei indicated that installation will start Monday. Installation timeframe is unsure, probably about 2 weeks. The old system will be maintained in parallel for some to be determined period of time. It was indicated that lot owners / families can only have a max of 4 cards. Notifications to lot owners will be made when they can begin getting new cards
- A lot owner asked about a special assessment for the pool. Repairs. BOD replied that this has not yet been determined until we know the costs to repair

Combined BOD/PC Session ended at 10:47 am

BOD reconvened at 10:56 am

Internal Affairs

- A new permanent resident application was submitted
- Propose updates to Rules and Regulations
 - Requiring a permit for second campers and to impose a \$100 fine for putting a second camper or RV on a lot without a permit, after receipt of a certified letter.

Chris Bayless made a motion to accept the rule change, Trei seconded.
Unanimous approval – **Resolution 20200314-001**

Old Business

- Employee Manual Updates – Move to May BOD meeting
- Campground host
 - Have had two applicants. Applications sent
- Honor system envelope – Ready for installation. Trei to ask Lonnie to get it installed
 - Need a document to tell people how to use it, rates, ...
- New gate system
 - Installation starts next week. More to come after installation starts
 - Robyn to check on additional gate cards cost
- Callabyte update – will be bringing broadband in, but timing is unsure
- Office 365 – Chris Oliver gave an update. Chris Oliver to work with Chris Bayless and Randy for prototyping usage

Reviewed Actions without Meetings

- 02/13/2020– Approved Minutes and Executive Minutes from February 2020 BOD Meeting
- 02/15/2020 – Approved hiring Melissa Miller for additional office help, to start on training initially working 3 or 4 hours on Thursdays and Fridays and 4 to 5 hours on Saturday
- 2/17/2020 – Approved extending the Office 365 pilot for one year
- 2/27/2020 – Approved keeping the office open till 4:30 pm on Sundays to open on Mondays effective March 1, 2020

New Business

- Liquor license renewal – Robyn to provide a check and give to Cindy to renew
- Security
 - Memorial Day staffing for Memorial Day weekend. Will discuss in April
 - Recent thefts – Randy to reach out to Sheriff's Dept regarding recent issues. BOD agreed that we should inform lot owners to call the police. Wildwood is not responsible and should not be in the middle. We will be sympathetic and assist where we can, but it's really a legal issue between the lot owners and police.
- Other
 - New lot owner packet – An electronic lot owner packet will be provided to all new lot owners and they must acknowledge receipt.
 - Shooting Range Hours – No fine associated for violating the hours. Randy made a motion that a default \$50 fine be associated with violation of any rule/regulation where a specific fine is not defined. Chris Bayless seconded. Unanimous approval – **Resolution 20200314-002**

- April BOD/PC meeting is scheduled for Easter weekend. BOD meeting will be rescheduled for April 18th. Randy to post on Facebook. Tami to ask Cindy to post on the front door.

Chris Bayless made motion to adjourn at 11:58 am, Chris Oliver seconded. Unanimous approval.

A handwritten signature in cursive script, appearing to read "Chris Oliver".

Respectfully submitted Board of Director
Chris Oliver, Secretary