

Wildwood Lot Owners Association  
Board of Directors Meeting Minutes

October 10, 2020

Came to Order at 8:00 am

- Present: Randy Hudson, Trudi Elliott, Chris Oliver, Robyn Overly, Trei Irwin, Danny Payne, Tami Kiso
- Absent: None

Trudi Elliott opened with prayer

Pledge of Allegiance

Finance

- Budget Year to Date
  - Ahead of budget a bit
  - COVID PPP Loan accounted for some
  - Payroll down \$100,000
    - No Pool employee expenses
    - Down one Store employee from last year
    - Down one Maintenance person from last year
  - Road gravel expense approximately \$20,000
- Bad Debt
  - Have not paid taxes yet on bad debt
  - Accountant is recommending we write off some historical bad debt – BOD agreed
    - Carrying uncollectable bad debt is not good for credit purposes.
    - Anticipate writing off approximately \$200,000
    - Should be completing this annually
- Discussed the possibility contracting the assessments to the accountants
- BOD agreed to closing the store on Tuesdays and Wednesdays beginning on 10/20
- SAM's membership – Danny got a membership in Wildwood's name
- Wildwood's Callaway Bank Credit Card need to be changed from Tami Kiso.
  - Will be put in Chris Oliver's name.
  - Robyn to request credit limit increase to \$10,000 since no longer have a SAM's card
- Discussed billing lot owners for our expenses in filing lien releases – We can bill for lien releases, *but we must be consistent. This is supported by our Bylaw 8.3.6.*

8:30 am Meet with Lonnie

- Mechanical plant
  - Dumped 1700 gallons of bugs to eat the sewage
  - Randy, Trei, and Lonnie met with a DNR representative and discussed what could be done. All agreed it was a productive meeting. The DNR rep. will be sending a report with what we could do to better run the system
  - Pool discharge should be going into the sewer system and will alleviate the need for a “pool permit”
- Need to replace a urinal in Deer park
- Debbie changing cleaning chemicals to pure bleach

#### 9:00 am Meet with Mike Pate re: Pool contract

- Mike indicated he’s ready to start
- Robyn needs a breakdown between “repair” and “new pool” for depreciation purposes. Mike estimated 50% each
- Discussed the pool-house. Need to purchase as much as possible this year to alleviate income taxes. Trei to look at the pool-house this week and provide recommendations
- Discussed the desire to dump pool discharge into sewer system. Mike to look at it
- Mike to send a copy of his insurance binder to the office
- Chris asked about potential project risks. Mike indicated that time and weather are his only concerns
- Mike to put orange construction fencing around it. Will put a storage container and security cameras.
- Lonnie and Trei to be the point people
- Trei to get a bid for an automatic pool cleaner
- Robyn to determine the amount of deposit and will let Mike know
- Mike to provide and updated contract for Randy’s signature
- Will need 2 gate cards and 2 vendor passes – Tami to arrange for

#### Finance (Cont.)

- Discussed potential new pool furniture. Trei to look at as a part of the pool-house assessment effort
  - Small chairs that could be rented
- Bank loan is approved
  - Will be approximately 30 days to close
  - BOD decided to go 15 years on the loan
- Building insurance increased 9% to \$16,259
- On-line billing almost ready. But not yet complete
- Filing liens on all delinquent lot owners
  - Discussed the need to establish parameters for when to file, so that filing of liens becomes a known process.

- 66 people that own 91 lots owe Wildwood \$317,000
- Board agreed to begin to place liens on anyone owing more than \$1,000 and are delinquent for at least one year

## Executive Session

### Old Business

- Office and Technology Updates – Chris to back up computer closest to the door. Will back it up and reset
  - Chris to look at Lonnie’s computer after the office PCs
- Employee Manual Review -
  - Changed policy to indicate that permanent full-time people receive 8 hours holiday pay for all recognized holidays. If they work the holiday, they will receive regular pay for the hours worked in addition to holiday pay
  - Full time employees can roll over 80 hours vacation after 3 years and part time employees can roll over 20 hours
- Non-Disclosure agreements – Danny to research a confidentiality agreement that can be used. Employees, BOD members, and Internal Affairs will be required to sign
- Need to paint “No Smoking” signs on the door of the comfort station. Randy to provide a stencil
- Discussed the need to get 5 or 6 “Boil Order” yard signs that can be placed in the ground as needed. Tami to speak to the prison sign providers

### Reviewed Actions without Meetings

- 09/14/2020 – Approved grandchildren of lot owners to be eligible for the managed hunt
- 09/18/2020 – Approved Minutes for the September 2020 BOD Meeting
- 09/21/2020 – Approved requiring a “visitor” (a no-lot owner not accompanied by a lot owner) to provide Identification (driver’s license) for entry to the park

### Bylaws & Covenants Update

- Randy to meet with the attorney re: ensuring updates are registered with the Secretary of State

### New Business

- Office Procedures – Tami has finished all office procedures she can do
- 2021 Decals
  - 3000 ATV decals and 2000 car decals have been ordered
  - Colors are white with red
  - Will look at increasing 2021 prices in the November meeting
- Coast to Coast – Outage weekly rates

- Weekly rate will be \$210
- Coast to Coast marking and instructions – need to better label the lot lines for the back to back lots
- Tami discussed the need to provide better maps for Coast to Coast customers, indicating the lot lines, the appropriate sewer line, electric box, and potentially also providing a list of rules – quiet hours, ...
- New lot owners buying Wildwood lots – When purchasing a lot from Wildwood, new owner should be able to access the park upon payment. Do not have to wait for Boyd & Boyd to complete the process
- Firewood sales – BOD discusses restarting the firewood sales program. Danny to reach out to the wood supplier to get it going. Wood will go into that room in the carport for security
- Large Gate Opening – Trei indicated that an opening button can be installed in the office for \$1308. Wildwood would have to trench for the wire. Trei to get with Mid Mo Telecom & Security to complete
- List of approved vendors. BOD should have the list of approved vendors. Danny to get the list from PC
- Infrastructure Projects -
  - Discussed establishing a committee to formulate a plan. Goal would be one big infrastructure project each year. Discuss today at the Lot Owners meeting
  - Need to modernize:
    - Deer Park Comfort Station
    - Turkey Park Comfort Station
    - Roads – chip and seal discussion
    - Pool-house to be accomplished with the pool
  - Potential to add an ATV wash station
  - Potential to add storage units
- Need to select a seventh BOD Member. BOD agreed to offer the Director position to Kim Behlmann
- Randy discussed the need for a common Calendar for use by the BOD. Tami also proposed a calendar for Coast to Coast. Chris to research putting a calendar on Teams


Trei made motion to adjourn at 11:33 pm, Randy seconded. Unanimous approval.

BOD Reconvened at 2:40 pm to vote on BOARD positions for 2021. The following BOARD position assignments were agreed to:

- President – Randy Hudson
- Vice President – Trei Irwin
- Secretary – Kim Behlmann

- Treasurer – Chris Oliver
- Sgt. At Arm – Trudi Elliott
- Bylaws & Covenants – Trudi Elliott and Chris Oliver
- Maintenance Liaison – Trei Irwin
- Office Liaison – Robyn Overly
- Security Liaison – Danny Payne
- Social Committee Liaison – Kim Behlmann
- Natural Resources Liaison – Trudi Elliott
- Environmental Liaison - Danny Payne
- WCCC Liaison – Chris Oliver
- CIMR – Robyn Overly & Chris Oliver

The follow-on session adjourned at 2:50 pm

A handwritten signature in black ink, appearing to read 'C. Oliver', written in a cursive style.

Respectfully submitted Board of Director  
Chris Oliver, Secretary