

**APPROVED Board of Directors Meeting Minutes
Wellington Greens Homeowners Association
January 16, 2024**

Present: President Linda Siedhoff, Vice-president Lon Dyer, Treasurer Mike Behne, Secretary Jeanne Johnson, Tammy Hanel and Barbara McCuen

Approved absence: None

Staff: Nick Horvath, Grounds Superintendent and Don McIntyre, Administrative Assistant.

Guests: Randy Bretz and Vaughn Carter

Approval of Prior Meeting Minutes: Lon asked for any additions or corrections to The December 19, 2023 meeting minutes. Jeanne moved to accept the minutes and Mike seconded the motion. Motion carried.

Grounds Superintendent's Report: (Written report submitted prior to meeting)

The weather has kept us busy over the last month. We've already had 3 measurable snow falls to deal with, which is 2 more than all of last year! It looks like we could possibly end up with some rain, ice and snow towards the end of January. We will continue to clear snow when needed and utilize sand and ice melt on slick spots. The crew has filled and placed trash cans with gravel next to courts with steep drives and trouble spots. Please let us know if they are getting low and be sure to mention any areas in need of attention.

The crew continues with equipment maintenance, servicing machines and sharpening mower blades so we are ready for spring. I plan on using the next couple of months to help develop landscaping plans for courtyards and commons areas. A tree planting list is in the works as well and installs will begin when weather permits this spring. I hope everyone enjoyed the holidays and look forward to a Happy New Year!

Committee Reports: (Written reports are submitted in advance and are in blue font.)

Treasurer Report

I've reviewed the financial statements as of December 31, 2023 copies are attached.

From operations we had net loss for the month of (7,674) which gives us a year-to-date loss of (7,293). The YTD budgeted income 155,574 actual revenue YTD is 156,925 we are above budget for the year by 1,352. Most of the difference is in green fees revenue which is 1,620 more than budget, and interest income is 513 more than budget.

On the expense side, employee expenses are below budget for the year by 9,844 or 6.33%. Buildings and Grounds are 523. more than budgeted for the year. Total Utilities are above budget for the year by 431. Total General & Administrative expenses are below budget by 2,142. Total Expenses are 164,218 and budget is 175,251 resulting in a YTD difference of 11,032.

The balance sheet has 234,753 in current assets and 66,090 in current liabilities. The current ratio (current assets to current liabilities) is 2.82 to 1 (a current ratio between 1.5 to 2 is considered favorable).

Cash is at 102,642 in the checking account and 96,921 in the reserve account and 50,602 in the CD which matures 1-29-24, for a total of 250,165. The monthly transfer to the reserve is \$20 a unit x 277 or 5,540 a month.

As of 12-15-23 the bank loan is down to 49,496. Maturity Date is 3/30/2026 Monthly Payment is 1,855.

The lockbox fees for December were 351.

On 1-3-24 the annual SEP-Simplified Employee Pension (5% of gross) for Ryan and Eric was sent.

UnitedHealthcare annual audit was approved; renewal was approved effective 2-1-24 for Ryan and Eric with a premium increase of 10% - we did increase the budget line for 2024 by 8%

As of 12-31-23 the Accounts Receivable are 15,344 and the Prepaid Dues are (16,154).

There are two older Accounts Receivable that have been sent for legal action. Our lawyer sent the required final notice on the A/R that is approaching a year past due in order to put a lien on the property and initiated foreclosure on the A/R that is 13 months past due.

If there are any questions, please contact me. If not, I would ask that the financial statements be approved as presented.

Lon moved to approved the December, 2023 financial report and to renew the five-month CD. Barbara seconded. Motion carried.

Resident's Comments:

Randy said that he had added payment capabilities to the website for the clubhouse, golf and to pay HOA fees and that he would like to activate the website next week. After discussion it was decided to not add payment capabilities for the clubhouse or golf and to discuss with Barb the collection of HOA fees. Barbara made a motion to activate the new website on January 22, 2024 and announce it to the residents in the March 2024 newsletter. Mike seconded the motion. Motion carried.

Golf Report: Lon said there was no report. Jeanne asked about raising the golf fees. Lon said he would like to stay away from raising them every year. After discussion Lon said he would get the numbers from Carol and Barb. Jeanne asked if we were advertising enough? It was suggested that we do a study every fall on clubhouse and golf fees. Vaughn said he would help with marketing the clubhouse and build a database of potential renters. Lon said he would work on a plan.

Administrative Assistant Report: Don reported that there were no new deed changes.

Architecture Committee Report:

1/16/24 WGB Meeting- Architecture & Bylaw Committee Chair Report

Clubhouse Renovation: New HVAC & Water heater installed. Did they get inspected yet? Deinert Construction hopefully will start up again mid Feb.

Bylaws:

Wed Jan 10. 7 pm at Clubhouse held a Special Board meeting to go over draft of Bylaws and General information. In attendance: Jeanne Johnson, Linda Siedhoff, Lon Dyer, Mike Behne, Barbara McCuen. Edits given to Jeanne to make.

Draft of proposed Bylaws and General Information revisions with edits submitted for Board review and possible approval. Will post on new website when approved. **See attached.**

Website: Edited website. Need input of additional edits from Board. Randy would like to launch this or next week.

Architecture:

Architecture Requests:

7300 OPR 17 Chatham Jerry & Kim Moore Fence approved.
Survey showed they had more back yard than where the brick wall ended.

7311 OPR #29 Canterburt E Mankenzie Delgado Garage door
replaced – same style/color

Problem Units

Dale Baker, 7311 OPR 19. Em Dale per cedar shingles still not on upper window. *if not done by end of April, WGHA will hire it out.

Other:

Jeannine Falter, 7541 OPR 7, sent email about flat roof issue with neighbor. Don sent to all Board members.

Sent an email to Katie Pocras, 7550 South St., to clarify exterior painting requirements for Pembroke Court. She confirmed she is aware of the requirements. In fall applied primer, still needs to apply paint color.

1/8/24 Imtc for Phyllis Lambert per work needed on her unit.

Landscape Report:

As a board, we need to discuss next steps based off of the information I sent out with things to consider moving forward with a landscape plan. Hopefully we will have time to discuss briefly today.

Tammy handed the board a print out on Wellington Greens Landscape Considerations.

Long Range Planning: *Juli Johnson in Unit 1 of Ramsgate Court has expressed concern about the signage at the entrance of her court as a result of her receiving numerous deliveries that should have been delivered to other units in her court. She has asked if the Board is considering or will consider installing replacement signage that will more clearly and correctly state the street addresses of our courts.*

At this time, there is no mention of street-court signage in the 2033 Long Range Plan. However, when the weather improves, the long-range planning committee will investigate the signage throughout Wellington Greens in terms of its condition and content. The committee will also work with Nick Horath to determine the cost of signage that needs repaired or possibly replaced and report the findings back to the board.

Barb said she will take pictures of the entrance signs. Nick said the sign said units 1 thru 24.

Concrete: None

Court Captains: None

Social Committee:

1. Social Committee Members

Membership has increased with Judy Dyers volunteering to serve on the committee.

2. First Social Event of 2024

The Social Committee will host our first Tuesday Coffee Klatsch on Tuesday, January 23, 2024, from 9:00 to 11:00 AM at the clubhouse. Don McIntyre will be sending out emails this week to invite all WG residents to attend. Also, he will send a reminder email on Sunday, January 21.

As was popular last year, we will serve coffee and donuts. There will be no charge to attendees, but a container will be set out for donations. Any left-over donuts will be delivered to our grounds staff.

Weather permitting, the Social Committee will continue to host a Tuesday Coffee Klatsch every week until work on the clubhouse remodeling resumes in mid-to-late

February. Whether any Coffee Klatsches will be held after the remodeling is completed will depend on when the remodeling is completed.

Barb said the Koffee Klatch will start Tuesday from 9 am to 11 am and Don will send out emails.

Web Site: Nothing further.

OLD BUSINESS:

Clubhouse: Jeanne said that the city put our permits requests back on the bottom of the pile and now we hope they start mid-February. Nick said we could order the floor material from Menards and have them install it.

By-laws: After discussion, Jeanne moved that the new general rules and by-laws be approved. Barbara seconded the motion. Motion carried.

NEW BUSINESS:

Newsletter topics: Do-nuts and coffee, new website in March newsletter.

Lon moved that we adjourn. Mike seconded the motion. Motion carried.
Meeting adjourned at 5:16p.m.

Next Meeting: The February, 2024 Board meeting is scheduled for February 20, 2024 at the clubhouse starting at 4:00 P.M.