

**APPROVED Board of Directors Meeting Minutes**  
**Wellington Greens Homeowners Association**  
**April 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: Alfred and Sharon Topil, Geoff Friesen, Ryan Kramer and JoAnn Trumper

**Approval of Prior Meeting Minutes:** Linda asked for any additions or corrections to the March 19, 2024 meeting minutes. Barb moved to accept the minutes and Jeanne seconded the motion. Motion carried.

**Grounds Superintendent's Report:** (Written report submitted prior to meeting) Yay for more rain! Those high 80's were starting to dry things out quickly. I do feel campus looks much better this spring than in the past. We seeded everything we could last fall and also put down 2 fall fertilizations, one in October and one in November. It really helped green things up and fill in bare areas. There is still a lot of work to do and we could use some help from mother nature and residence watering.

We will be fertilizing with our 3 way (fert, crabgrass and grub control) the week of April 22. Please be aware and keep pets from eating grass and burrowing for a couple of weeks. We installed the memorial bench behind the 1 st tee box and it looks great. The crew is established for this year so you will see a few new faces. Like every year, please allow some time for training and help out by complimenting and offering suggestions instead of complaining. Contact me with any questions or concerns. We are picking up leaf bags again, but please remember to include leaves and yard waste only. We will not pick them up if there are sticks or trash in them. Please bundle/pile sticks separately as they go in a different dumpster.

**Resident's Comments:** Geoff Friesen said the Association should fix or develop exterior standards; put \$10,000 a year for 15 years in reserves and explain the by-laws related to architecture and landscape controls. Jeanne said every court discusses the standards and makes improvements with the approval of the board. Ryan Kramer said he was just visiting. JoAnn Trumper said the wall inside her courtyard needs repair. After discussion Linda said to fill it in and paint it.

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

### **Treasurer Report**

I've reviewed the financial statements as of March 31, 2024 copies are attached.

From operations we had net income for the month of 33,790 which gives us a year-to-date net income of 29,274. The YTD budgeted income is 338,984 actual revenue YTD

is 345,068 - we are above budget for the year by 6,085. Most of the difference is in green fees revenue which is 5,899 more than budget, and interest income is 1,694 more than budget.

On the expense side, employee expenses are below budget for the year by 21,113 or 6%. Buildings and Grounds are 21,975 more than budgeted for the year in repairs/maintenance of the commons due to water main breaks costings around 30k, one under concrete was more expensive to repair. This is not a budgeted item. Total Utilities are below budget for the year by 807. Total General & Administrative expenses are below budget by 2,283 attributed to lower legal fees and general insurance costs. Total Expenses are 315,794 and budget is 318,024 resulting in a YTD difference of 2,229.

The balance sheet has 279,904 in current assets and 84,609 in current liabilities. The current ratio (current assets to current liabilities) is 3.31 to 1 (a current ratio between 1.5 to 2 is considered favorable).

Cash is at 121,819 in the checking account & 114,228 in the reserve account and 51,075 in the CD which matures 6-29-24, for a total of 287,122. The monthly transfer to the reserve is \$20 a unit x 277 or 5,540 a month.

As of 3-11-24 the bank loan is down to 44,414. Maturity Date is 3/30/2026 Monthly Payment is 1,855.

The lockbox fees for March were 498.

As of 3-31-24 the Accounts Receivable are 13,839 and the Prepaid Dues are (32,947).

Of the 4 units more than 90 days past due, 1 was brought current on 4-5-24, 1 set up a payment plan,

two remain past due with pending legal action.

The General Insurance renews 5-1-24 with favorable rates and an overall increase of only 5% Businessowners Policy increased 913 to \$8,808

Business Auto increased 279 to \$2,812

Worker's Comp went down by 341 to \$4,167

Commercial Umbrella stayed the same at \$1,000

EPLI-Employment Practices Liability stayed the same at \$848

Total annual Premium was 16,784 and for 2024-25 will be 17,635 an increase of 851.

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

approved as presented.

Barb moved to approved the financial report. Jeanne seconded. Motion carried.

**Golf:**

There have been 7 family memberships sold and 3 single memberships in the last month. All but one of those was made online. There is another new membership that came through online but it showed no payment. So I don't yet know if he wants a single or family. And I will need to get payment from him.

Carol

Course marshalling is to begin as soon as we have good weather for a weekend. I have secured some volunteers to help me with it.

Randy is helping work out some specifics with the website payment and notification issues enabling us to keep track of new memberships and guest fees being paid online.

Golf leagues to begin April 29 (Women) and April 30 (Men).

**Administrative Assistant Report:** Don reported the following deed changes: The following deed changes since our last meeting: 3/27/2024 7221 OPR #7 Tanner Wachal to Anthony & MaryKa Weaver.

3/27/2024 7410 OPR No.8, Dorothy & Robert Shapiro to Kurt and Susan Robak.

4/1/2024 7200 OPR No.7, Steve & Lana Imes to Keiarinw & Jeffrey Rump, and

4/11/2024 7541 OPR No. 14 - Mark Wagen to Ohare Rentals

### **Architecture Committee Report:**

**Clubhouse Renovation:** Jeanne met with Dick Robinson per getting a reno quote. Dick will walk through the clubhouse in next few weeks to finish his estimate.

**Website:** 2023 meeting minutes not on website

**Bylaws:** Bylaw edits needing board approval:

1. The WG HOA acronym noted in the Updated January 2024 Bylaws under IX SELLING AND PURCHASING in 2 places and XIII PARKING in 1 place is incorrect. Wellington Greens is a Homes Association not a Home Owners Association. The acronym for those 3 will be changed to WGHA.

2. Under BYLAWS, XI ARCHITECTURAL AND LANDSCAPE CONTROLS, B. Exterior Architecture Specifications for the Association, e. Roofing i. New Roofing, ii. Existing Roofing and iii. Flat Roofs, Change to dots to lower case letters.

3. Under BYLAWS, XI ARCHITECTURAL AND LANDSCAPE CONTROLS, B. Exterior Architecture Specifications for the Association, e. Roofing i. New Roofing and ii. Existing Roofing

**Change from,**

i. New Roofing:

- The Board specifies that laminate shingles be used when replacing existing asphalt shingles.
- Cedar “Mansard” wood shingle roofs are to be replaced with laminate shingles.
- Each Court, with sameness or not, need to agree, with a 2/3 majority, on the roofing shingle/color to be used on all buildings in the court.
- It is requested that all connecting units replace roofing at the same time with the same shingles.
- Those buildings in a court of sameness, where one of the buildings has need of reroofing, are not required to reroof until one or more units under their roof need reroofing.
- **If a new roof is installed on a single unit without Architectural approval, Article VIII: Exterior Maintenance of the Covenants will be enforced.**

#### **Change to.**

- New Roofing and Reroofing
  - A single unit in a building with a shared roof is not allowed to reroof on its own.
  - Architectural approval is needed whenever a new roof or reroofing on a building is required. Please fill out an Architectural Change form and submit to the Chair of Architecture.
- The Board specifies that laminate shingles be used when replacing existing asphalt or cedar Mansard shingles.
- All connecting units in a building must replace roofing at the same time with the same shingle.
- Each Court, with sameness or not, need to agree, with a 2/3 majority, on the roofing shingle/color to be used on all buildings in the court
- Those buildings in a court of sameness, where one of the buildings has need of reroofing, are not required to reroof with the approved shingle until one or more units under their roof need reroofing.
- If a new roof is installed on a single unit without Architectural approval, Article VIII: Exterior Maintenance of the Covenants will be enforced.**

#### **h. Change from**

- Existing Roofing
  - Repairs of shingles with the same approved shingle does not need Architectural approval.
  - **If repairs of shingles are done with non-approved shingles, Article VIII: Exterior Maintenance of the Covenants will be enforced.**

#### **Change to**

ii. Existing Roofing

a. Repairs of shingles on single units with the same approved shingle does not need Architectural approval, as long as the repairs don't affect neighboring units' shingles. This does not include reroofing. See i. New Roofing and Reroofing above.

**b. If repairs of shingles are done with non-approved shingles, Article VIII: Exterior Maintenance of the Covenants will be enforced.**

**Architecture:**

**For board to discuss**

In leu of recent events in Briar Glynn and Sunbury courts, the architecture committee is recommending all courts meet in the next month to discuss and agree upon their architectural standards. Once agreed upon each court's standards will be posted on the WG website and all units in the respective courts will have until Oct. 31, 2024 to comply. 2 years to comply would only apply if a new standard was voted upon which changes an existing standard like new paint colors.

Sunbury Court is meeting Wednesday 4/17/24, 7pm at the clubhouse to discuss their standards.

**Architecture Requests:**

Regency - Jeff Rump, 7200 Old Post Rd 7 - new front 4' tall metal fence & gate - **Approved.**

Sunbury – Geoff & Tisha Freissen . 7101 South St. – new siding – **Pending approval** till after Sunbury Courts standards meeting.

Chatham Park – JoAnne Trumper, 7300 OPR 4 – privacy brick wall repair – **Pending approval. Coming to board meeting to present.**

**Problem Units**

Angel Velitchkov, 7111 Old Post Rd #9, Gramercy - new front window - didn't install by requested date. Has had since 2022 to complete. **He is past due on dues too! Proceed with new window or not?**

Dale and Kathleen Baker, 7311 Old Post Rd Unit 19, Canterbury - cedar shingles installed on E side upper window awning. – didn't have install by requested date, 9/20/23. I have Neeman & Sons getting an estimate. **Will have them install cedar shingles if board approves.**

Jake & Elizabeth Sorenson, 7300 South St #8, Briar Glynn - non-approved vinyl windows painted the dark brown - Have until 5/31/24 to paint.

Jarrold A. Messmam - 7300 South St #12 - non-approved vinyl windows painted the dark brown - Jarrold purchased the unit in January 2024. The E building his unit 12 is in will be painted spring 2024 by Esteban Painting

**Non-compliance re-roofing issue:**

Jarrold A. Messmam - 7300 South St #12 - non-approved shingles installed - Jarrold purchased the unit in January 2024. Jarrold contacted previous owner/realtor who sold him the unit/unit was re-shingles in Dec 2023. Listing agent said he contacted other owners to reroof the building, \*this was required by the bylaws in 2023. The realtor was informed by Jeanne to read the covenants and bylaws. Jeanne contacted 2 owners, so far, who said they were not contacted by anyone per re-shingling in Nov or Dec of 2023. The listing agent said since no one let him know they wanted to re-shingle, agent/owner decided to put on new shingles on just unit 12. Jeanne has Neeman & Son coming out to look at unit 12 & building to learn what can be done. I'll keep you posted on new developments!

**Possible solution:** Jeanne has contacted 3 owners in the E building per the possibility of changing from painting the new color this spring to reroofing instead. The new shingles on unit 12 are not the same shingles as the W & N buildings, but similar. Bylaws state all shingles in courts, of sameness or not, need to match. Painting the new color would wait until an agreed upon date – say 5-7 years from now. **What does the board think?**

**2024 Surveys:**

Happening all of April. Non-compliance letters will be mailed in April & May.

**Landscape Report:**

**Approved:**

Planting 2 zebra grass along back fence considered common area.  
David & Terri Winter  
7100 Old Post Road Unit #2  
Ramsgate Court

Resident concerns regarding mowing length being too short leaving clumps of clippings both of which are killing the grass.

Can we plant grass seed in large high visibility areas & get residents to water?

**Long Range Planning:** No landscape report this month.

**Concrete:** I am proposing we contract with a Civil Engineer to manage our concrete project. The further I look into concrete contractor the more I understand I know very little about concrete. We need to address issues of drainage (i.e. Hannels) as well as any

other structural issues. I don't get a good feel from concrete contractors I have visited with about their ability (or interest) in looking at these issues.

With a Project Manager you get not only professional expertise but also assistance with scheduling and control of contractor. There is an initial cost to hire a manager, but I believe we will see far more return than having me (or anyone with my limited expertise) attempt this project.

I have a contact at Olsson Engineering who will assist me with at least talking through this process and who, I believe, will give me assistance with actual engineers interested and appropriate for our project.

I hope to have more concrete (no pun intended) info for the next Board Meeting.

### **Court Captains:**

Just a reminder that spring landscape day is Saturday April 20 10-12 with lunch following at noon at the clubhouse.

### **Social Committee.**

#### 1. Tuesday Morning Coffee Klatsch

The Social Committee is continuing to host a weekly Tuesday Morning Coffee Klatsch at the clubhouse from 9:00 to 11:00 AM. A dozen or more residents have been attending each get together and contributing \$12 or more dollars to the clubhouse remodeling fund each week. Donuts and other sweet rolls have continued to be purchased from HyVee and offered along with freshly brewed coffee at each coffee klatsch. At the request of the residents who have been attending, the coffee klatsches will continue to be hosted through April 30, 2024.

#### 2. Annual Garage Sale Weekend

As I reported last month, our annual Wellington Greens garage sale will be held on Friday, June 21, and Saturday, June 22, 2024. Goodwill will pick up donations at end of the driveway of each participating court on Saturday afternoon, June 22, beginning at 3:00. Residents will be notified about the garage sale weekend through banners at the entrances of Wellington Greens, notices in our May and June newsletter, and emails.

#### 3. Plans for Other Social Events

The Social Committee will meet in April to begin planning the details of our June 21 Summer Party and to discuss other social activities that will be held during the remainder of the year.

**Web Site:** Don said that Randy would like to kick off the new website in the April newsletter and use the first page and kick Nick and Linda to the second page.

**OLD BUSINESS:**

**Clubhouse:** Don was asked to have the clubhouse carpet cleaned by May 1.

**Voles:** Linda said the cost is \$250 to \$350 with a 10-day follow-up.

**NEW BUSINESS:**

**Newsletter topics:** Reminder no sticks in leaf bags.

Mike moved that we adjourn. Barb seconded the motion. Motion carried.  
Meeting adjourned at 5:20 p.m.

**Next Meeting:** The May, 2024 Board meeting is scheduled for May 21, 2024 at the clubhouse starting at 4:00 P.M. (Later changed to May 20 at 3:45 p.m.)