

Wind Meadows Corporation
Board of Directors Meeting Minutes – November 21, 2022 at 6:30 p.m.

The regular meeting of the Wind Meadows (WM) Board of Directors was held on Monday, November 21, 2022, at 6:30 p.m. pursuant to notice given to the Directors in accordance with the Bylaws of the Association. The meeting was held at 101 Bayfield Drive, Racine, WI 53402 in person and via video/conference call through Zoom.

I. Call Meeting to Order

President Debie Truckey called the meeting to order at 6:32 p.m.

II. Roll Call

The following directors were in attendance in person or via Zoom: Debie Truckey, Don Allen, Claudia Simonson, Mike Palazzola, Memo Fachino, Jessica Mazurkiewicz, Dan Crispin, Cary Anastasio, Katie White, and Bob Randleman. Carrie Amos of Washington Properties, Inc., project manager for Wind Meadows was also present via Zoom. Jackie Kelble was excused.

III. October 2022 Board Meeting Minutes

The regular Board of Directors meeting minutes from October 2022 were reviewed. There was a motion to accept the minutes as presented. The motion was seconded and carried.

IV. October 2022 Financial Statement Reports

The financial statement report for October 2022 was reviewed. There was a motion to accept the October financial report as presented. Carrie Amos presented the 2023 monthly parcel service area (PSA) fee mailing to be sent to WMC members on 12/8/22, which will also include the election results. The motion was seconded and carried, and all PSA monthly fees for the 2023 operating budgets were approved by the Board, with a revision to the PSA 4 monthly fee which will be \$290.00, rather than \$295.00.

V. Architectural Review Committee (ARC) Proposals

The following change applications were recommended for approval by the ARC and the Board of Directors:

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| A. 151 Lakefield Ct. | PSA 1 |
| B. 151 Parkfield Ct. | PSA 8 (ARC recommends disapproval) |
| C. 11 Redwood Ct. | PSA 4 |
| D. 131 & 132 E. Parkfield Ct. | PSA 6 (ARC recommends disapproval) |
| E. 126 W. Campus Ct. | PSA 1 (approved 10/24/22) |

There was discussion related to each change application.

- Regarding change application A, the directors were satisfied with the ARC's recommendation.
- Regarding change application B, the homeowner wanted to replace mulch with rock, but the ARC recommended disapproval. Bob Randleman deferred to the recommendation of the ARC.

- Regarding change application C, the directors discussed the efficacy of the solar panels, what the homeowner requested on the ARC applications, and the removal of the tree.
- Regarding change application D, the directors thanked Milt Habeck for his hard work in preparing the application and his generosity for the price of the trees and labor to plant them. However, the directors discussed the pending Leisure Center reserve study and potential upgrades to the tennis courts, and that landscaping changes that included planting trees and shrubs of the sort anticipated by this change application might wait a few years for completion of these other projects. Milt Habeck suggested that his ARC application would be withdrawn in that case.
- Regarding change application E, the directors previously provided approval.

There was a motion to approve the change applications A and E as presented. The motion was seconded and carried. There was a motion to approve change application C, to install solar panels, and to remove the tree in the front yard. The motion was seconded and carried. There was a motion to disapprove change applications B and D. The motion was seconded and carried.

VI. Committee Reports

- A. LCC Committee. Update, Chili/Soup Cook-off, Linda Johnson. LCC recommends a \$75 gift certificate for the 1st prize winner of the chili cook-off for the member to use to reserve the LC. There was a motion to approve a \$75 gift certificate for this purpose. The motion was seconded and carried. Also, there were many reports of positive comments about the Fall Festival. Congratulations and good job, LCC!
- B. Election Committee, Motion for Approval. The following members have been identified for appointment to the Election Committee: Anne Stoltenberg, Chair; Brenda Trumbauer; Carol Riekema; Angie Burwell; and Mare Wheeler. There was a motion to approve these members for appointment. The motion was seconded and carried. Congratulations, and thank you for your willingness to serve the Wind Meadows Community!
- C. Insurance Committee, Mike Palazzola. Mike has followed up on Carrie Amos' efforts to get a better deal on insurance coverage for WMC. Mike spoke with Kristi Burgard of the Benefit Companies of Plymouth, Inc. She investigated several carriers for their interest in covering WMC. She also approached their brokered markets and received the same feedback. The bottom line is that no one is interested in the risk of covering older buildings, especially those with wooden shakes or cedar siding. Carrie Amos and Bob Randleman agreed that the declarations did not permit homeowners to provide coverage. Bob confirmed that the PSAs could not cover either.

VII. Open the Floor to Members

- A. Peter Johnson, a resident of West Campus Court, commented regarding comments purported to have been made during the October Board meeting about the Johnsons' property.
- B. There was no other business brought to the floor by members.

VIII. Old Business

- A. Meeting Task List. Carrie Amos shared that during the Fall upper and lower furnace checkups, it was found that the upstairs furnace needed substantial repair. The cost was approximately \$800.00. There are rules that need final drafts for approval by the Board and there are Bylaw revisions that need to be approved by the Board and sent to the WMC members for review prior to the Annual members meeting.
- B. Other Old Business
 - 1. Reserve Study for LC. Debie Truckey and Carrie Amos discussed the Reserve Study and the Leisure Center and that there was approval in the budget for the Reserve Study but no approval by the Board to proceed with the Reserve Study. There was a motion to proceed with conducting a Reserve Study for the LC only. The motion was seconded and carried with one nay.
 - 2. LCC's proposals from October. Debie noted that in October, the LCC provided a list of recommendations and considerations (proposals) to the Board to review when approving the 2023 budget. Debie recommended that the Board review the LCC's proposals in January and discuss what might be consistent with the budget at that time. Claudia Simonson also recommended revisiting the Pool Rules and Regs draft that was provided to the Board in the September 2022 Board meeting now that the pool contract is signed with WPI.
 - 3. The directors also discussed the budget line items and whether the fund descriptions might have more specificity.
- C. There was no other old business brought to the floor to discuss.

IX. New Business

- A. Annual Meeting. There was discussion regarding the date and time of the annual meeting and whether it would be conducted in person only or also via video/conference call through Zoom. There was a motion to hold the Annual Meeting as follows: *on January 30, 2023, 7:00 pm, in person or via video/conference call through Zoom*. The motion was seconded and carried.
- B. 2023 Board Meetings. Currently, monthly WMC Board meetings are held on the third Monday of the month at 6:30 pm. The Board considered and rejected a change to the fourth Monday of the month. The January 2023 Board meeting will be incorporated into the Annual Meeting *on January 30, 2023, at 7:00 pm, in person or via video/conference call through Zoom*.
- C. Capital Contribution Transfer Fee revision to the Guidelines, Rules, and Regulations, Debie Truckey and Claudia Simonson. Debie Truckey described that the current language of the Capital Contribution Transfer Fee requires payment of \$400 to the Capital Reserve Fund for the Leisure Center by the home buyer upon transfer of home ownership. Debie noted that other associations charge a fee of as much as \$750 per transfer. The proposed revision would increase the transfer fee and split it between the PSA in which the home is located and the Leisure Center. The directors discussed whether to share the fee with the PSA in which the home is located, to increase the fee, and the amount of the increase if any. The directors determined that the fee should not be shared with the PSA, but should be increased. There was a motion to increase the transfer fee to \$600. The motion was seconded and carried.
- D. Election Ballots. Dan Crispin. Question withdrawn.
- E. \$25 ARC Change Application Deposit. There was a proposal to include a \$25 application fee with ARC requests, refunded upon completion of the ARC project.

Claudia Simonson noted that the Bylaws at Art. X, sec. 7.(c)(1)(ix) require that the homeowner notify the ARC upon completion of the project, so that the ARC's designee may assure its conformity to the approved plan. There is no reference in the Bylaws, GRRs or policy regarding how long a homeowner has to complete a project. Approval letters, however, routinely note that if the homeowner "do[es] not complete [their] original proposal within one year of the date on this extended approval, [they] will need to resubmit a proposal to BOD again for approval." She said that policies should be aligned with ARC procedures in the Bylaws. She also stated that an ARC request fee might seem like just another fee and have the unintended consequence of fewer homeowners submitting ARC applications. ARC chair Anne Stoltenberg agreed. The directors discussed what action was necessary for the short term and whether a Bylaws change was required. Carrie Amos was directed to revise the ARC approval letter to remove the one-year language and add language consistent with the Bylaws regarding the homeowner following up when the project has been completed. Claudia will revise the Bylaws to add a timeline for project completion and will circulate it to the directors for approval so that Carrie can send it out to the membership ahead of the Annual Meeting.

F. There was no other new business brought to the floor to discuss.

X. Correspondence

A. Letter hand-delivered. Debie recused herself from handling this issue. Bob stated that it was to be addressed in a closed Executive session, but that is no longer necessary, the letter having been read publicly.

B. There was no correspondence brought to the floor for discussion.

XI. Motion to go into Closed Executive Session

A. There was a motion to go into a closed Executive session. The motion was seconded and carried. At 7:58 p.m., the Board went into a closed Executive session.

B. The Board returned to the open session at 8:18 p.m.

XII. Adjourn

There being no further business before the Board, the meeting was adjourned at 8:18 pm.

The next **Board Meeting, in conjunction with the Annual Meeting**, is scheduled for Monday, January 30, 2022, at 7:00 pm in person at 101 Bayfield Drive, LC clubhouse and with Washington Properties, Inc. by video/conference call through Zoom.

Claudia Simonson
Secretary