

Wakefield HOA Board Meeting
White River Township Trustees Office
6:30-8:30 pm
Updated February 23, 2015

December 15, 2014

Board Present: Ron Pitcock – President, Steve Pappas – Vice President, Kate Rhoten – Treasurer, Rob Souchon - Secretary, At-Large Members - Angie Wall, Tim Piper, Bob Pruum, Kim Duffie, and Karen Ross

Board Not Present: None

Homeowners Present: None

Crestwood Management Present: Susan Nichols

1. Motion to limit December Meeting Agenda to reviewing Annual Meeting Agenda and November's Meeting Minutes
 - a. Motion by Ron
 - b. Angie seconded motion
 - c. Vote 9 yes,
 - d. Motion Approved
2. Open Floor for Homeowners - None
3. Financial Report – Request Report Summary from Kate
 - a. Crestwood to have Annual Due letters ready to mail to homeowners by January 30, 2015.
4. Website
 - a. Kate updated board on website
 - i. James Duffie now has access website
 - ii. Ron Pitcock now has access to facebook site
5. Minutes
 - a. Minutes from November were reviewed that Angie presented
 - i. Kate motioned to approve minutes with changes noted by board members.
 - ii. Ron seconded motion
 - iii. Vote 8 yes, 1 abstain
 - iv. Minutes approved

6. Common Areas Maintenance

- a. Denison regarding entry lights at Bancroft and Morgantown and maintenance of fence along east side of Sutton backyards
 - i. Susan from Crestwood updated
 - 1. Susan had been notified that Denison has fixed the lights.
 - a. Susan visit site to verify lights had not been fixed. Pictures were taken and would be sent to Denison to be fixed
 - 2. Denison would be budgeting for fence maintenance
 - a. Susan will be sending pictures of fence to Denison
- b. Irrigation Meter Box Landscaping
 - i. Nicks Landscaping quote received for landscaping around irrigation meter box.
 - 1. Discussion on changes to landscaping plan were tabled to February meeting
- c. Additional Street Light at Paddock Entry
 - i. Susan from Crestwood updated
 - 1. She had spoke to Duke about updated quote information. Duke was looking into previous quote. Would be updated at the next meeting

7. New Business

- a. Date and Location for HOA Annual Meeting
 - i. HOA Annual Meeting will be Monday January 26th at 6:30 p.m.
 - ii. Location will be Southland Church
- b. HOA Annual Meeting Agenda
 - i. Request was made to have a power point created to visually show what progress had been made this year
 - 1. PowerPoint information must be submitted to Kate by Jan 15th
 - 2. Kate to provide financial information
 - 3. Steve to provide architectural information and new covenant committee information
 - 4. Ron will be contacting Sheriff's department to request community safety information for annual meeting

- ii. Board would like to provide a questionnaire on the website for homeowners to submit what improvements they would like to see the HOA Board work on 2015
 - 1. Kim will be creating this survey and publishing it so homeowners can provide feedback
 - iii. Crestwood will have HOA Annual Meeting letter in the mail to homeowners by December 23, 2014
 - c. Discussion on Raising HOA Dues for 2015
 - i. Rob asked the question about raising the dues for 2015 with the intend to save the extra funds for larger maintenance/improvement projects
 - ii. Susan from Crestwood asked if the HOA had a reserve study
 - 1. This study would look at what funds and maintenance the HOA currently has and what projects and maintenance the HOA might being doing in the future.
 - 2. This study can help create a plan for what dues would need to be collected and reserved for future needs
 - iii. Discuss was tabled unit new board takes over after 2015 annual meeting. Dues will not be raised for the 2015 year.
- 8. Next meeting January 26, 2014 at Southland Church (Annual HOA Meeting)
- 9. Meeting adjourned at 7:44 pm