

Wakefield HOA Board Meeting
White River Township Trustees Office
6:30-8:30 pm

February 23, 2014

Board Present: Ron Pitcock – President, Steve Pappas – Vice President, , Rob Souchon - Secretary, At-Large Members - Angie Wall, Kim Duffie, and Karen Ross. Bob Pruim arrived after minutes were reviewed and voted on.

Board Not Present: Melanie Piper

Homeowners Present: 2 Homeowners

Crestwood Management Present: Susan Nichols

1. Minutes
 - a. Minutes from December 15 were reviewed that Steve presented
 - i. Steve motioned to approve minutes with changes noted by board members.
 - ii. Ron seconded motion
 - iii. Vote 6 yes, 2 absent
 - iv. Minutes approved
 - b. Minutes from January 26 were reviewed that Steve presented
 - i. Steve motioned to approve minutes with changes noted by board members.
 - ii. Ron seconded motion
 - iii. Vote 6 yes, 2 absent
 - iv. Minutes approved
2. Open Floor for Homeowners
 - a. Homeowner asked about the results from the online community survey.
 - i. Kim reviewed results with the group
 - b. Homeowner asked how Welcome Committee was progressing.
 - i. Kim gave update that committee had created a magnet with utility and community information on it. Board would be reviewing magnet contents later in the meeting.

- ii. As new homeowners move into the community, Crestwood will supply board with homes that have changed homeowners. This information will be included in the monthly report.
 - c. Angie asked if Crestwood could supply both homeowners names on list used for annual meeting homeowner sign in.
 - i. Crestwood's list is what was provided from KMC.
 - ii. Ron had list from KMC that did have both name and forwarded it to board and Crestwood.
- 3. Financial Report – Request Report Summary from Karen
 - a. No update was given because new board member had not taken over position. Update will be at March meeting
 - b. Crestwood was asked about the credit card fee for paying annual dues with a credit card.
 - i. Crestwood is charged a processing fee for using a credit card. This fee is passed to the customer.
 - c. An additional line item must be added to the annual budget for the Welcoming Committee
- 4. Common Areas Maintenance
 - a. Renewing Contracts with Nicks Landscaping and Hoosier Irrigation
 - i. Crestwood will contact both Nicks and Hoosier about extending the length of our contracts for 1, 2, and 3 years.
 - ii. Proposed contracts will be reviewed at March meeting
 - b. Seeding along Smith Valley Rd
 - i. Crestwood will contact Nicks about seeding quote
- 5. New Business
 - a. HOA Board Elections
 - i. Vice President position was only position with more than one nominee. Nominee's are Steve Pappas and Rob Souchon
 - 1. Vote – Steve – 4 votes, Rob – 3 votes
 - ii. Elected Board Members
 - 1. President – Ron Pitcock
 - 2. Vice President – Steve Pappas
 - 3. Treasurer – Karen Ross
 - 4. Secretary – Angie Wall
 - 5. At Large Members – Kim Duffie, Melanie Piper, Bob Pruiam, and Rob Souchon
 - b. HOA Board Committees

- i. ACC
 - 1. Ron Pitcock, Steve Pappas, Melanie Piper
 - ii. Covenant
 - 1. Angie Wall, Rob Souchon, Bob Pruiam, Melanie Piper
 - iii. "New Vision"
 - 1. Steve Pappas, Kim Duffie, Karen Ross
 - c. Welcoming Committee
 - i. Review Sample Magnet
 - 1. Board would like to add Crestwood's contact info to magnet
 - 2. Board would like to give magnet to all existing homeowners
 - 3. Cost per magnet is \$1 if more than 200 are ordered
 - 4. Motion to have 300 magnets created with the changes discussed - Bob motioned
 - a. Motion Seconded - Steve
 - b. Vote 7 Yes, 1 Absent
 - d. Financial
 - i. Crestwood to send Bank info to Ron and Karen so both board members can be added to the account
 - ii. Crestwood has filed all taxes
 - iii. Crestwood has not received insurance renewal form
 - iv. Monthly Bills
 - 1. Crestwood will email bills to Karen and Ron.
 - 2. Karen will reply to both Ron and Crestwood with approval to release payment for monthly bills
 - v. Scanning Documents
 - 1. Crestwood asked Board what we would like to do with the 6 boxes of past HOA documents
 - a. Crestwood proposed scanning the documents at a cost of \$200 per box
 - b. Crestwood also proposed storing the documents at a cost of \$25 per month
 - 2. Board has tabled item till Crestwood can present a scanned document sample.
6. Next meeting March 16, 2015 at White River Trustees Office
7. Meeting adjourned at 9:00 pm