

MINUTES OF THE 2018 SEMI-ANNUAL BOARD OF DIRECTORS
MEETING OF THE WAWASEE SPINK CONDOMINIUM HOMEOWNERS
ASSOCIATION HELD ON SEPTEMBER 1, 2018

The 2018 semi-annual Board of Directors Meeting of the Wawasee Spink Condominium Homeowners Association was held on September 1, 2018 in the Commons Area, called to order by President Bill McCabe at 9:00 a.m. The meeting was called pursuant to email or written notice. A copy of the notice of the meeting is attached to these minutes and incorporated by reference. The Directors in attendance for this meeting were President Bill McCabe, Vice President Lee Theis, Treasurer Mike Baker, Secretary Steve Brody and Lisa Hill. Also in attendance were 21 homeowners representing ownership of 19 units.

Record of Proceedings and Minutes

Bill McCabe designated that Steve Brody serve as official secretary of the meeting. Steve will see that minutes of the meeting are prepared and that a record of the minutes, together with any attachments, is put in the Minute Book and on the website. He will also sign the minutes for the meeting.

Approval of Prior Minutes

Bill McCabe called upon Steve Brody to present the minutes and proceedings of the 2018 Annual Board Meeting of the Wawasee Spink Condominium Homeowners Association held on June 2, 2018. Steve reported that copies of the minutes were previously distributed to Directors and posted to the website, and the reading of said minutes was waived. Bill McCabe then requested that the minutes be approved as previously recorded and presented. Upon motion by Steve Brody and second by Lee Theis, the minutes were unanimously approved by the Directors as recorded. It was noted that copies of the minutes are kept in the Minute Book and are available on the website.

Treasurer's Report

Mike Baker reported that he has been working with Don Ratliff on the transition of Treasurer's duties. Mike also stated that actual results are tracking well with the budget and that it currently looks like we should be within \$1,500 or so of plan. He also reported that there are two delinquent homeowner payments. Bill McCabe will send a notice to each of these owners reminding them that a payment is past due.

Upon motion by Lee Theis and second by Lisa Hill, the Treasurer's Report was unanimously approved by the Directors.

Pier Slips and Kayak/Paddleboard Racks

Lee Theis reported that there are currently two delinquent PWC rentals. Bill McCabe will be contacting the two owners to request payment. Lee also reminded everyone that the 2019 PWC rental rate will be \$175 and will include installation and removal of the lift.

Lee discussed the recent installation of kayak and paddleboard racks. Some additional modifications are to come. He, the Directors and the homeowners present expressed their appreciation to Paula Schaefer for doing this. Lee and Bill McCabe reported that spaces on these racks will be available for seasonal rental by homeowners beginning in 2019. The rental rate will be \$100 per year per space. Bill McCabe and Lee will be sending out a communication to all homeowners regarding this opportunity.

In recognition of Paula Schaefer's generous donation of these racks, a motion was made by Bill McCabe and seconded by Lee Theis that rental payments for any space(s) leased by Paula Schaefer will be permanently waived. The motion was unanimously approved by the Directors.

Property Manager Report

Jim Beck reported on the following items:

- A new keybox has been installed just below the keypad at the front building entrance for key access in the event of a power outage. The keybox combination is the same as the keypad above it.
- The transition to LED exterior lights is continuing.
- Jim is going to send an email to homeowners to see who is interested in having their dryer vents cleaned. This has been done in the past and there are cost efficiencies to doing multiple units at the same time.
- The pool will close on September 17.
- Jim reviewed the winter check program that he offers to homeowners who are away during the winter. For a fee of \$275, he will check the unit weekly. Contact Jim if interested.

Old Business

Jim Cox provided a **front entry and pool update**. Jim Beck has been helpful in generating increased interest from contractors on this potential project. Among the suggestions received are more of a “wow” front entrance; more pool deck area; upgrade the deck to a stamped concrete surface; replace the PVS fence with a six foot wrought iron fence; upgrade the front entrance awning; improve handicap access to the building, including a drive in front of the front entrance; and generally make the outside nicer to complement what’s been done inside the building. Jim Cox reviewed several slides showing the proposed work. He reported that if approved, the work could start this fall and be completed in May, 2019 at a cost, including an overrun contingency, of \$9,000 per unit or a total of \$288,000.

Bill McCabe noted that from a board standpoint, the cost of \$288,000 can’t be absorbed into the budget.

Following extensive discussion among the Directors and the homeowners present, there was a consensus that the homeowners were more interested in this being considered as a 2019-2020 project rather than moving ahead immediately. Most of the homeowners favored a front driveway. The Directors will seek additional feedback from homeowners regarding the elements of the proposed project and look at assessment options to cover the cost of the project. As a next step, Bill McCabe will send a list of questions relating to the project to homeowners for feedback. In the meantime, homeowners were encouraged to send Jim Cox any comments they have.

Jim Beck provided an update on **fence painting**. This will now likely be a 2019 project. Jim has some ideas as to how to get the painting of the wrought iron fence done in a cost-efficient manner and will continue to work on this.

Jim Beck gave an update on **tree planting**. We were able to purchase 26 trees for about \$600. Including planting, the total for this will be about \$1,300, representing a savings of approximately \$3,000 compared to the budgeted cost.

Jim Beck, Bill McCabe and Lee Theis gave a report regarding **window washing**. There was dissatisfaction with the previous window washing that had been done, and it’s been difficult to find service providers interested in the job. Jim has acquired equipment and tested it on Bill McCabe’s unit. While there are still some things to be figured out, Jim estimates that he could do the window cleaning for \$10 per window (inside and out), or \$80 for a unit that has a total of eight lakeside windows. More to come on this. It was also noted that this would be paid for by homeowners who choose to have the cleaning done, not as an Association expense.

Bill McCabe reported that the **south sidewalk railing**, which the Directors had previously approved along with the already installed north sidewalk railing, has been ordered.

Lee Theis led a discussion of the **ground level units/trees/fence** matter. The old arborvitae were removed between the Theis and Baker units and replaced with new arborvitae planted at a cost of approximately \$1,200. There was extensive discussion, including Directors and homeowners, as to whether the remaining ten areas between first floor units should have the same work done as an Association expense. The consensus was that this should be done. A motion was made by Lee Theis, and seconded by Steve Brody, to remove the existing arborvitae and replace them with up to four new arborvitae, Trex walls, and downspouts in the remaining ten areas. By a vote of 4 in favor and 1 opposed, the motion was approved.

New Business

Jim Beck did not have any new upcoming needed capital projects to report.

Lee Theis reported that the **stone wall and grotto** work on the south side turned out great but was at a higher than expected cost. The firm that did the work has agreed to do the north side at a lower cost that will result in a total cost close to what was budgeted.

Committee Reports

Social – June Miller reported a great summer of activities, including Thirsty Thursdays, an enthusiastic turnout for the Flotilla, a successful ice cream social during the Flotilla, and a very well attended progressive dinner. The Directors and homeowners expressed their appreciation to June for her efforts.

Grounds/Beautification – Jim Beck reported that there will be new plantings put in by the main entrance this fall along with revamped plantings around the tennis courts. Jim also thanked the Stickleys and Horns for landscaping rocks that were added. Lastly, Jim reported that next year there will be improved identification of our address at the southeast gate entrance.

Building – Nothing to report that wasn't previously discussed.

Pier – Lee Theis reported that the pier slip and PWC numbering and assignments are under control, with fewer issues than in previous years. Bill McCabe encouraged sending the web link (web page address) to the various lift installers to ensure that they are looking at the most recent copy of (and changes to) lift location assignments. PWC lifts must be placed where they are assigned.

Insurance – Steve Brody reported that he will be working with Conner and Auto Owners on the insurance policy renewals; we are on one year policies that run through the end of October.

Rules/Bylaws – Lee Theis thanked homeowners for doing a better job of keeping their dogs on leash, keeping them on the north side of the building to do their business, and cleaning up after them.

Jim Cox asked homeowners to refrain from ordering movies in the Commons area as they get charged to him.

Update of Units for Sale

Bill McCabe reported the following units currently listed for sale:

Unit 306 (Green)	Listed for \$469,000
Unit 309 (Farber)	Listed for \$535,000

2018 Meetings

The next annual Board meeting will be Saturday, June 1, 2019 at 9:00 am in the Commons Area. The next semi-annual Board meeting will be Saturday, August 31, 2019 at 9:00 am in the Commons Area.

Other Items of Business and General Discussion

Lee Theis reported that there is a new **Archive and History Committee** and that Jim Cox has agreed to be the committee chair. Lisa Hill has also agreed to serve on the committee. This grew out of the Board being given an Abstract of Title (from a Fort Wayne attorney) that has a wonderful and detailed history of our property and the Lilly property dating back nearly 90 years. Among other things, the committee is going to explore the feasibility of putting some of this information on the website.

Bill McCabe wanted homeowners to be aware of the existence of Spink Storage (not affiliated with the Association) and the opportunity to purchase a unit in the final building that is going to be developed. The building will have ten units, with 48 foot depths. Homeowners can purchase a unit at cost, including a land buy-in, for a purchase price of \$39,000. Any interested homeowners should contact Bill McCabe or Eric Rosales in the next week or so. They are giving Spink homeowners the first opportunity to purchase but will be opening it up to others in the near future.

Steve Brody encouraged homeowners who are interested in serving on a committee to contact one of the Directors or the committee chair to express their interest.

Please send any phone, e-mail address or mailing address updates to Steve Brody at brodys11@frontier.com.

Adjournment of Meeting

Bill McCabe asked if there were any other items of business to come before the Board. There being none, and upon motion by Lee Theis and second by Mike Baker, the meeting was adjourned at 10:28 am.

Steve Brody, Secretary of the Board of Directors
Wawasee Spink Condominium Homeowners Association