

## WYNDS AT OAKBROOK HOMEOWNERS ASSOCIATION

### REGULAR BOARD MEETING JUNE 17, 2010

#### Call to Order:

The regularly scheduled Wynds at Oakbrook Homeowners Associations Board of Directors meeting was held at the clubhouse on June 17, 2010. President Dave Riley called the meeting to order at 7P. Board members in attendance were Ms Gray, Mr. Hall, Mr. Landenwitch (Vice President), Mr. Riley (President), Mr. Tezduyar, Mr. Tucker, and Ms. Weimer. The position of Secretary is vacant; so Mr. Riley substituted for the secretary. A quorum was present.

#### Minutes:

The minutes of the 5-20-10 regular meeting were officially adopted. The minutes of the special executive meetings on 6-4-10 and 6-10-10 were previously approved through electronic correspondence.

#### Officers Reports:

President's Report:

Mr. Riley informed the audience of the addition of a new board member, Mr. David Landenwitch, to fill the remainder of Mr. Frank Banker's term, who recently resigned from the Board. In addition, the audience was informed of the change in officers resulting from the resignation of Ms. Linda Gray as President of the Board of Directors. At an executive meeting of the Board on June 10, 2010, Mr. Riley was elected to serve as President and Mr. Landenwitch was elected to serve as Vice President until the next election.

Mr. Riley then read from the By-Laws describing the duties and functions of board members and board officers. A report on Board action taken at the June 4, 2010 and the June 10, 2010 executive meetings was given to the audience. Detailed information of Board action is noted in the approved minutes of those meetings.

Mr. Riley reported that he contacted Ms. Nancy Ebersole to confirm her continuing appointment as Secretary. Ms. Ebersole chose not to serve in the position of secretary.

#### Property Manager Report:

Mr. Clark reported on cash assets as of 5-31-10 (\$942,882.21); delinquencies; certificates of deposit; maintenance and work order status; and up-coming projects. Entire report is attached to the minutes for filing.

#### Committee Reports:

- Architectural Committee: Chair absent-no report
- Nominating Committee: Chair absent-no report
- Landscape Committee: Ms Brenda Weimer, Chairperson, read and submitted a written report for file. Also stated a committee recommendation would be made under new business.
- Social/Recreation Committee: Ms. Linda Hall read and submitted a written report for filing.
- Capital Planning/Maintenance Committee: no report
- Communications Committee: Member Jennifer Mitchell reported on committee activities underway and/or planned for the near future.
- Ad Hoc Insight Contract Committee: Reported that the President recently set an official request to the company asking for an amendment to the existing contract striking any reference to distribution of funds to firms other than the Association.
- Ad Hoc Insurance Committee: no report
- Ad Hoc PM Search Committee: no report

- Finance Committee: Chairman David Landenwitch reported on delinquency accounts; financial statement review; budget review; and the 2009 audit status. The finance committee also submitted two recommendations for board approval.
  1. The Finance Committee moves that the submitted bid of Southern Ohio Sealcoating, being the lowest bid, for the repair of eighteen (18) catch basins be accepted, and that any amount over that which has been budgeted be covered by funds currently allocated from other budget items. Discussion ensued, voting commenced, motion carried.
  2. The Finance Committee moves that the submitted bid of J-Lawrence Construction, being the lowest bid, for the completion of Phase I concrete repairs be accepted, and that any amount over that which has been budgeted be covered by funds from the replacement reserves. Discussion ensued, voting commenced, motion carried.

#### **Other Reports:**

- Clubhouse Report: Ms. Becky Dozier reported on the status of clubhouse use and rentals. Report filed.

#### **Unfinished Business:**

- Handrail recommendation tabled from the May 20, 2010 was referred to the Architectural Control Committee advisor, Mr. Tezduyar, for study, design, and pricing. ACC expected to report on status at July meeting.

#### **New Business:**

- Mr. Riley presented the following motion: “I move that the property administrator be authorized to mitigate the water intrusion/runoff problem at 6604 Trapside as proposed by him in electronic correspondence to the president dated 6/14/10 and forwarded to the Board of Directors on 6/15/10. I further move that Section A, Paragraph 5, limiting the property manager to a \$1,000 limit, and Section C, Paragraph 6, three bid requirement, of the Management Agreement be suspended in this case to facilitate the timely rectification of the issues. The total expenditures for this improvement/repair shall not exceed \$3,000 without additional board approval.” The motion received a second; discussion ensued; voting commenced; motion was LOST.
- Ms. Weimer presented the following motion: “I move to have the water line extended from the spigot mid-way between Summerfield and Fairways approximately 250 feet to a position near the Fairways Drive/Wynd Drive intersection to facilitate watering the flower bed at the Fairways Drive entrance. The cost of this extension is estimated to be \$750.” The motion received a second; discussion ensued; voting commenced; motion CARRIED.
- Mr. Hall presented the following motion: “I move that a moratorium be placed on all non-essential spending, excluding any approved amounts through June 17, 2010, in the areas of miscellaneous administration expense, landscaping, and tree service for the period beginning June 18, 2010 through and ending December 31, 2010”. Motion received no second therefore motion “FALLS OFF THE TABLE”.
- Mr. Hall presented the following motion: “I move that the three (3) bid requirement, for contract work, contained in the management contract between The Wynds at Oakbrook Homeowners Association and Towne Properties Management Company be amended to strike and/or remove the requirement from the agreed upon contract.” Motion received no second therefore motion “FALLS OFF THE TABLE”.

#### **Announcements:**

- Management review meeting with Towne Properties scheduled for Tuesday, June 29, 2010 at 7PM.
- Soc/Rec Dog Fest this Saturday, June 19, 2010.
- Newsletter article deadline is July 15, 2010.

- Soc/Rec Community Cookout scheduled for August 7, 2010. Details to follow.

**Member/Resident Questions & Answers:**

The floor was opened for questions of the Board and/or property administrator. Upon completion of the Q&A session and there being no further business to come before the Board, the meeting was adjourned at about 930PM.

Dave Riley

President and Acting Secretary