

Wexford Village Homes Association

Board of Directors Meeting
Agenda

Tuesday October 1st, 2019, 7:00
pm

High Point Church, Room 152

Attendees

Dick Ihlenfeld, President
Jim Rather

Sally Drew Vice President
~~Stephanie Farnia~~
Ken Schmidt

Paul Stang, Treasurer
John Guequierre
~~Jaye Barbeau~~

Troy Dreyer, Secretary
Darrin Pope
Steve/Elizabeth Ackermann

Presentation by Shane Dorgan TDS Network Specialist & Mark Werner, TDS analyst

- Discuss the proposal to install underground high-speed fiber-optic internet cabling on the west side of Wexford Village

Meeting Notes and Follow-Up

Call to order and determination of quorum

Vote on offer of Board membership to Steve and Elizabeth Ackermann

Meeting Notes and Follow-Up

- Unanimous acceptance

Review & approve Minutes of September 2019 meeting

Meeting Notes and Follow-Up

- Unanimous acceptance

Review & approve September 2019 Financial Statement

Meeting Notes and Follow-Up

- Unanimous acceptance

Financial Considerations

- **New Signature Card for Bank Checking Account**
 - Paul, Sally, Dick
- **Consider establishing Account Audit process**
 - Review of monthly bank statements by Board member in addition to Board Treasurer (Sally)

Meeting Notes and Follow-Up

- Proposed review by accountant. Used to be done annually
- Discussion about access to bank account. Makes sense for more than one person to have access.

Presentation of Dues payment documentation

- Paul will describe process he uses to record dues payments

Meeting Notes and Follow-Up

Lien Letter Project

- Letters sent by Sally & Dick on Sep 11 to 11 residents
- How many delinquent accounts have subsequently paid? (Paul)
- Do we note past due amounts on the current annual invoice? Should we?

Meeting Notes and Follow-Up

- Annual invoice does not have past due amounts.

Proposed Policy & Procedure Documents

- Covenant Violation Notification process
- Delinquent Dues Notification & Lien Filing process
- Check signing process & invoice review

Meeting Notes and Follow-Up

- Going to use an online spreadsheet to document dues collection. Troy to get draft from Jaye

Annual Meeting Update

- Micah rooms not available week of 2 – 6 December other than Tue; also not available Tue NOV 26
- Speaker?
 - Janet Schmidt/City Engineering
 - West District Police Captain or Lieutenant
 - Station 12 Fire Officer

Meeting Notes and Follow-Up

- Sally – draft of Handout to ATTENDEES (Post on Wexford Neighbors FaceBook page??)
 - Adopt your cul-de-sac Circle
 - Adopt the walking path behind your house

Meeting Notes and Follow-Up

- ✓ Send copy of proposed 2020 budget along with agenda letter?
- ✓ Comments from attendees – why they don't get proposed budget until night of the meeting?

Meeting Notes and Follow-Up

- Troy and Sally going to draft documentation about Greenways Committee

Directory Decision

- Plan to print Directory May 2020 (3 years from previous edition)
- Only order 900 (or maybe 850) (still have ~ 165 left from 1,000 ordered in 2017)
- Need 736 to saturate all residences
- U-line bags with door knob hole? \$54.00 per 1,000 bags

Meeting Notes and Follow-Up

- Agreed to order bags to keep directories dry

Website status

- Major update of existing website thanks to Rob Behrens
- Sent in registration for Domain name for three-year period (Dick, Sally, Troy)
- Meeting w/ Curran Riley re: new web page

Meeting Notes and Follow-Up

Update on Trees and tree Cutting

- Boley contract update (2 of 4 areas completed)
- Tree behind 1018 N Westfield
- Tentative list of trees to be cut in 2020

Meeting Notes and Follow-Up

Path Light Status & Lamp Head Replacement program

- Pole #103A knocked down by City of Madison work crew on Wednesday 25 September. Notification made to Streets Engineering
- Next path light review (day & night) to be conducted for "end of season" Oct 31st
- Will prepare a list of lamp heads to be replaced

Meeting Notes and Follow-Up

- Contractor declined to put up sample head

Committee Reports

- **Welcoming**

Meeting Notes and Follow-Up

- **Architectural Review** 7209 Sawmill Lot#232 – want to install solar panels on their roof – thought they needed Board approval

Meeting Notes and Follow-Up

- **Covenants**
 - Update on 5 Longmeadow Circle trailer situation (Paul)

Meeting Notes and Follow-Up

- **Landscaping issues**
 - Results of cul-de-sac circle survey (Dick)
- Saukdale/Wexford berm (Sally)
- Non-maintenance?? of berm behind 7309 Longmeadow Rd (two complaints)

Meeting Notes and Follow-Up

Next Meeting Tuesday November 5th at 7:00 Room 152