# Wexford Village Homes Association

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| Board of Directors Meeting Agenda/Minutes | | Tuesday November 5th, 2019, 7:00 pm | | High Point Church, Room 152 | |
| Attendees | | | | | |
| Dick Ihlenfeld, President | ~~Sally Drew Vice President~~ | | Paul Stang, Treasurer | | Troy Dreyer, Secretary |
| Jim Rather | ~~Stephanie Farnia~~ | | John Guequierre | | ~~Darrin Pope~~ |
|  | Ken Schmidt | | Jaye Barbeau | | ~~Steve/Elizabeth Ackermann~~ |

**Call to order and determination of quorum**

**Review & approve Minutes of October 2019 meeting**

**Meeting Notes and Follow-Up**

* John motions, Ken 2nds. All approve

**Review & approve October 2019 Financial Statement**

* Dick would like to see the budget document slightly rearranged to group “like items” together

**Meeting Notes and Follow-Up**

* Will need to be sent electronically

**Update on TDS fiber optic internet contract & project**

* TDS proposal to install underground high-speed fiber-optic internet cabling on the west side of Wexford Village
* Contract & federal IRS W-9 form were signed and hand-carried by Dick to TDS on 14 October
* $1550 check to arrive soon to PO Box
* USIC crews are already marking underground utility cables along pathways in areas west of N. Westfield Road

**Meeting Notes and Follow-Up**

**Annual Meeting Update**

* Everything is a “go” for Tuesday 3 December at 7:00; Projector, movie screen & 2 microphones
* Speaker will be CAPT Tim Patton (West District Commander) and either his Lieutenant of Patrol or the Wexford Neighborhood Liaison officer
* Meeting letter will be taken to Printer (Econoprint) on Wed 6 NOV and be mailed out Friday 8 NOV

Budget information (YTD thru 31 OCT), budget for CY 2019 and Proposed Budget for CY 2020 included on reverse

* Sally – will have Handout for ATTENDEES (also Post on Wexford Neighbors FaceBook page??)
  + - Adopt your cul-de-sac Circle
    - Adopt the walking path behind your house

**Meeting Notes and Follow-Up**

* Sally and Troy preparing something for discussion

**Lien Letter Project**

* How many delinquent accounts have subsequently paid? (Paul)
* Should we note “past due” amounts on the current annual invoice? Is it worth the effort? Would it muddy the waters?

**Meeting Notes and Follow-Up**

* Abrahamson paid

**Presentation of Dues payment documentation spreadsheet format (Table until JAN 2020 meeting)**

* Sally & Troy present proposed method to document payment of annual dues

**Meeting Notes and Follow-Up**

* Jaye and Troy working on this

**Proposed Policy & Procedure Documents (Table until JAN 2020 meeting)**

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

**Meeting Notes and Follow-Up**

**Financial Considerations (Table until JAN 2020 meeting)**

* **Consider establishing some type of Bank Accounts Audit process**
  + Review of monthly bank statements by Board member in addition to Board Treasurer (Sally)

**Meeting Notes and Follow-Up**

**Directory Decision Update**

* Plan to print Directory May 2020 (it will be 3 years from previous edition)
* Only order 900 (still have ~ 165 left from 1,000 ordered in 2017)
* Need 736 to saturate all residences – that would leave 164 for new owners
* Purchase U-line bags with door knob hole - $54.00 per 1,000 bags

**Meeting Notes and Follow-Up**

**New Website status (Jaye)**

* Meeting w/ Curran Riley re: new web page will be held on NOV 17 with Troy and Jaye
* Hope to have proposal to present at Annual Meeting

**Meeting Notes and Follow-Up**

* Looking at a version that does not supply email

**Update on Trees and tree Cutting**

* Boley contract update ( 2 of 4 areas completed) hope to complete final 2 still in 2019; then will invoice
* Tree behind 1018 N Westfield (Ken & Dick to tackle in Spring 2020)
* Tentative list of trees to be cut in 2020 (nothing new)

**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 , City Risk manager and City Attorney
* New pole installed and functioning; separate invoice to be generated by PKK to obtain reimbursement from City
* Path light review (day & night)was conducted Oct 31st and report sent to PKK for repairs (18 had issues)
* List of six lamp heads to be replaced include # 35, 37, 39, 54,55, 56 (all in original Wexford area)

**Meeting Notes and Follow-Up**

**TruGreen proposal for fertilization & weed control for CY 2020 & EAB treatments**

* They now only engage in “one-year” or “forever until cancelled” **Evergreen** contracts
* Proposal is for two application (April/May and October) for $5,066.34 (-) 3% discount = $4,914.35 which is about **7.1%** more expensive than the CY 2018/2019 discounted price of $4,588.30
* Dick is willing to try to negotiate either a 5% discount or a price lock for a **two-year** contract.
* Perhaps hold off on EAB contract ($78.50 + tax/tree x **14** trees) until we can review health of remaining Ash trees in Spring 2020

**Request from Wexford Resident to Plow snow on walking paths**

* Resident Mark Werner (7622 Sawmill) wants permission from Board to use his 4-wheel ATV with plow attachment to plow several of the longer walking paths at NO COST to Wexford.
* Any liability issues?

**Meeting Notes and Follow-Up**

* Going to get a tree survey (free)
* Want to consider the Evergreen contract with a discount

**Request from Lisa Hofmeister re: end of summer potluck event**

* Would like Board’s approval to hire high school musicians for next event for perhaps $100 - $150 or so
* They did have musicians at this year’s event and wanted us to pay retroactively (Dick said NO)

**Meeting Notes and Follow-Up**

* Board agreed to not pay for musicians

**Committee Reports**

* **Welcoming (Jaye)**

**Meeting Notes and Follow-Up**

* **Architectural Review** (Jim, John, Darrin)

**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) – not yet completed
* Saukdale/Wexford berm maintenance (Sally)

**Meeting Notes and Follow-Up**

* Bishop's Bay brush pile

Next Meeting Tuesday December 3rd at 7:00 (Annual) Room Micah D & E