



**The Village Farms
Homeowners
Association Board
Meeting**

Tuesday, September 21, 2021* 7:00 pm EST

**The Village Farms Board Members met in person, the option to meet virtually for residents and board members were available via Zoom due to current Coronavirus and social distancing recommendations from the CDC.*

Call to Order: 7:00 pm EST – Kirk Farley

2nd – Emily Baker

Minutes from Last Month Meeting – Kirk Farley

2nd – David Gill

All in Favor – 1

Motion Passes

Motion to Adjourn:

Roll Call:

- A Quorum was present
- A Quorum was not present

| Name: | Title: | Present | Absent |
|-------------------|--------------------------|---------|--------|
| Tiffany Liss | Secretary | X | |
| Kirk Farley | President | X | |
| Maggie Browning | Vice President | X | |
| Maureen Schriener | Property Manager | X | |
| Tracey Toombs | Director At Large | X | |
| David Gill | Recreation | X | |
| John Mueller | Lakes and Dams | X | |
| Stephen Breslin | Treasurer | X | |
| Emily Baker | Planning and Development | X | |
| Dan Traub | Director, Technology | X | |
| Steve Castle | Director, Common Grounds | X | |
| Jennifer Froman | At Large | | X |
| Jennifer Trenner | Director, Social Events | X | |
| Rebekah Meldrum | At Large | X | |
| Patrick Moyer | Communications | X | |
| Westen Pigott | At Large | X | |



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Guest Business / Attendees:

| Name: | In-Person/Virtual | Address: | Comment: |
|-------------|-------------------|----------|--|
| Pattie Gray | Virtual | | Adopt a <i>Little Free Library</i> in Village Farms <ul style="list-style-type: none"> • Area: Outside clubhouse, by the rocks. • Books are donated – no cost. • Take a book – leave a book • TBD to hold number of books (30 – 40) • 16” w x 22” H x 14” d • Proposed Cost/Funding? – Donations, Pattie will work on donations. • Looking for builder – from a kit or a resident in the neighborhood, options are open (Need a roof, front door with hinges, glass, safe, weatherproof) • Call before you dig (811) – Pattie will call to arrange • Maureen – Concern, snowplow • Maggie – place by walkway by the clubhouse • Pattie will keep the BOD updates. • BOD agrees allows Pattie to proceed. |
| Randi Miles | Virtual | | |
| Ben | Virtual | | |

Board Report

Property Manager: Maureen Schriener -

- Pool is closed
- 18-19 Lounge Chairs were discarded due to extended ware
 - Recognize for help with
 - Amy Henderson
 - Pam Keltie
- Update on pool/snack shack closing
 - Requested email/feedback
 - No formal complaints
 - Guards were outstanding
 - Piles was great
 - Great year overall, one of the best



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- One of the guards found a wedding band, took a picture, sent to Maureen and Piles, the ring belonged to a visitor and was returned
- Update on the residents receiving the newsletter.
- Update on the Insurance claim at the clubhouse – (siding color, siding replacement, roof, gutters, downspouts, and pool roof)
- See BOD Report

Complaints / Comments / Concerns

- Emailed to the BOD

Clubhouse/Apartment/Maintenance

Rental Report

- Emailed to BOD
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Treasurer – Stephen Breslin

- **August Financial Reports attached for review - All in Favor of Approved**
 - **Motion to Approve** – Kirk Farley
 - 2nd – David Gill
 - All in favor – I's
 - Full collection of annual assessments
 - All dues have been collected for 2021
-

Secretary – Tiffany Liss

- **September Email Stats**
- **REVISED: September 2021 Agenda and Call-In Information**
 - Sent - 991
 - Opens - 452 (45.7%)
 - Clicks - 16 (1.6%)
- **September 2021 Agenda and Call-In Information**
 - Sent - 991
 - Opens - 370 (37.4%)
 - Clicks - 13 (1.3%)
- **The Village Farms September 2021 Newsletter**
 - Sent - 1,000
 - Opens - 452 (56.5%)
 - Clicks - 31 (3.3%)
- **Social Media Stats (Facebook*)**
 - Facebook:
 - People Reached - 2,338 (+362%)
 - Post Engagements - 304 (+375%)



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- Page Likes - 6 (100%)
 - Bearded Bagel - 9/15
 - Reach - 647
 - Engagement - 136
 - 26 Likes
 - 5 Comments
 - 1 Share
 - The Village Farms Garage Sale - 9/10
 - Reach - 211
 - Engagement - 4
 - Likes - 3
 - Why Cook Wednesdays / Samons - 9/7
 - 2,042 Reached
 - Engagement - 157
 - Likes - 43
 - Comments - 8
 - Shares - 2
 - Road Closure - 9/3
 - Reach - 221
 - Engagement - 5
 - Labor Day Trash Notice - 9/2
 - Reach - 184
 - Engagement - 1
 - Like - 1
- *Social Media Stats (Facebook) August 24, 2021 – September 20, 2021*
- **BOD Bio's**
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- Halloween – Saturday, October 30th - 1pm - 4pm
 - Invite to gauge number of children
 - Craft Fair – Saturday, November 27th - 9am - 5pm
 - Mostly adults
 - Looking for food truck in conjunction with Craft Fair
 - Children's Christmas Party - Santa Zoom, Saturday, December 11 - 4pm-7pm
 - Rebekah – Suggestion - Kona Ice does hot chocolate
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Director at Large - Tracy Toombs

- Why Cook Wednesday Update
 - Going well! Great turn out, great response on social media
 - New truck for tomorrow
 - Burger Truck Confirmed for last week
 - Grace Truck



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- Option to text so you do not have to wait in line or inclement weather
 - Hoping to book more trucks in the future
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Common Grounds – Steve Castle

- Tree at dam, waiting for it to be cut (at grass area)
 - Brightview approved in August's Meeting to remove
 - Mulch and Sand delivered
 - Fall flowers at all entry ways (Thursday 9/23)
 - Fall Clean up once cutting is complete
 - Hydrangeas – cut back, recommendation from Kirk
 - Entrance by Monon – replace plat
 - Perennial area – cutting in the fall (End of October / Beginning of November)
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Lakes & Dams – John Mueller

- Tues or Wed (9/28 or 9/29) – Rip Rap done
 - Review solar lights, need tending at entrances
 - Repair needs to be done, bridge
 - **OPEN ITEMS (May 2021)**
 - John Mueller– rip rap at Adios and clubhouse
 - Jeff Boller & John Mueller - Did you try the solar lights?
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Recreation – David Gill

- Pool closed Sept. 6th
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Communications – Patrick Moyer

- Mailchimp – residents email addresses updated
 - **OPEN ITEMS (June 2021) -**
 - Social-If you are interested in helping with Village Farms events for 2021 please contact Jennifer Trenner at social@thevillagefarms.com
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Vice President – Maggie Browning

- Common Area Concert
 - Attorney advised against private events on the Village Farms property
 - Weston: Different from the Clubhouse? A contract is being signed (Inside is private/private invitation)
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Planning and Development - Emily Baker

- 2024 Full, mill and reconstruct of Grayhound pass
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The Village Farms Homeowners Association Board Meeting

- Will extend out into the sidewalk, new curb, sewer areas, etc.
 - Brought up to new standards
 - Neighborhood grant one year prior to the project
 - Identify Grant Committee – gather for feedback
 - Karl Kurkenburg
 - Kirk Farley
 - Board Members to work with Emily to identify people who would like to be part of Committee
 - Letter / Email
 - Sidewalk – North on Oak Ridge, agreement to figure out what to do – suggestion, continue down the east side of the road, not the west.
 - Pipeline – Gas/New fence
 - Complete as it stands, county-controlled project, going to reach out to see what the city can do to make more appealing.
 - Cell tower as well
 - Execute a swing – 50 Year Memorial
 - Est. \$5,000 for one
 - Borrow from another dept.
 - Location – Greyhound, cove, Clubhouse, Dam, etc. (TBD)
 - Collect funds?
 - Installed in Spring
 - The Village Farms 50th Year
 - BOD vote.
 - 2023 is the 50th Anniversary
 - **Motion for the Swing – Steve Castle**
 - **2nd – Maggie**
 - **All in Favor not to exceed \$5,000 - ALL**
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Director, Technology – Dan Traub

- On the back of your Water Bills – there is a note, 146th street news item
 - 146th and Oak Ridge
 - Citizens – Manager of Corp Communications
 - Dan - We need to spread awareness
 - Growth of Westfield
 - Reserve Capacity from Citizens (Water Storage)
 - Water in the Summer
 - Fire Protection
 - Bost station, and 1-million-gallon tank, above ground, installed – 3 parcels, closest to intersection
 - Pump in building, electric, silent, replenish tank to always be full.
 - 60 Foot Tower, steel
 - Westfield – ILP (Building Permit) – Zoning is already done
 - **Propose** – Include transparency, the BOD have become aware of this.
 - Email reminder the Village Farms Residents, next newsletter
 - Legacy Homes may not know
 - Still go to City Council, Mayor
 - Emily proposes to the City?
 - Mike John, councilman for this area



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- Email – Ran a report
 - Mailchimp – what percentage of emails are run through one address via our residents
 - 52 out of 782 that had 0 emails in common manager. 92% of residents are receiving some email communication from us
 - Those that did not have an email – Maureen called all 52 and asked them for email on file. Most residents were new to the neighborhood.
 - 13 new emails were added to common manager out of 52
 - 6 no email, not hard copy
 - 7 new residents
 - 16 no phone number
- **OPEN ITEMS (June 2021) -**
 - Video – 20 min historical video of VF – post to the website
 - Forward to Tiffany for next newsletter (July)

President - Kirk Farley

- Trademarking the name of Village Farms, we will not pursue any further

Directors at Large: –

- Jennifer Froman –
 - Not Present
- Rebecca Meldrum –
 - (Newsletter) Curbs are covered by the City of Westfield / For deterioration
 - There are only certain sections of Village Farms that are covered by the city
 - Grass – in the street from houses that mow, not regularly (Issue)
 - Email Maureen the address

Any New Items? - No

Motion to Adjourn:

Kirk Farley – Motion to Adjourn


2nd – David Gill

All – Meeting Adjourned

| | | |
|---------------------|---|-----------------|
| Secretary Signature |  | Tiffany O. Liss |
|---------------------|---|-----------------|



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|---------------------|---|-------------|
| President Signature |  | Kirk Farley |
|---------------------|---|-------------|