



**The Village Farms
Homeowners
Association Board
Meeting**

Tuesday, November 15, 2022, *

**The Village Farms Board Members met in person, the option to meet virtually for residents.*

Call to Order:

Review/Approve Minutes from September Meeting Minutes –

Motion to Approve – Westin Pigott

2nd: Rebekah Muldrum

All –

Motion Carries: Yes x No

Review/Approve Minutes from April Meeting Minutes –

Motion to Approve – Westin Pigott

2nd: Maggie Browning

All –

Motion Carries: Yes x No

Roll Call:

- A Quorum was present x
- A Quorum was not present

Name:	Title:	Present	Absent
Steve Castle	President	X	
Maggie Browning	Vice President	X	
Westin Pigott	Treasurer	X	
Alaina Joyce	Secretary	X	
Maureen Schriener	Property Manager	X	
David Gill	Recreation		
John Mueller	Lakes and Dams	X	
Patrick Moyer	Director, Common Grounds	X	
Emily Baker	Planning and Development		
Matt LaPaglia	Director, Technology	X	
Kyle Bushey	At Large		
Maggie Cordaro	At Large, Interim Director, Social Events	X	
Rebekah Meldrum	At Large	X	
[Open Position]	Director, Social Events		
[Open Position]	Director, Communications		



**The Village Farms
Homeowners
Association Board
Meeting**

Guest Business / Attendees:

GUEST REMINDER:

Please hold your comments until after HOA BOD Business, there will be time for “Public Comments.”

Name:	In-Person/Virtual	Address:	Comment(s):
Scott Nei	In-Person	Mercury Court	<p>Attended last meeting, no quorum, put fence in easement but a complaint was filed. Surrounding neighbors have their fences in the easement and I would like to request to be treated the same. (Referenced the adjoining property map submitted at the previous meeting.) Overview of a previous neighborhood where fencing inspections were required for prevention. Permanent property markers identified.</p> <p>Some discussion was had at the last meeting. Previously there were no complaints about the surrounding properties, however, the Board did have a complaint on the Nei residence fence. Had discussions with Maureen Schriener. Opening discussion to the board. When installing the fence, a complaint was received, the easement is 15feet. It was explained twice regarding where the plot lines are and the easement. The Board does not patrol but a complaint received on this property. It is a drainage corridor, swell, and easement. Discussion was had around other neighbors and their encroachment and liability. The attorney’s letter states the retaliatory nature of a complaint does not necessitate the Board acting. We need to determine what precedent the Board must set. A previous incident in Hamilton Country whereby trees were in the easement, found determined to be their property but responsibility of the homeowner in the event of utility work. The Board will contact an attorney for an opinion on the Nei fence. Due diligence is needed as a Board to uphold our covenant. Examples were reviewed of how and what could be enforced.</p>



**The Village Farms
Homeowners
Association Board
Meeting**

BOARD REPORT:

Treasurer – Westin Pigott

- **Review/Approve September Financials –**
 - Motion to Approve – Westin Pigott
 - 2nd: Pat Moyer
 - All –
 - Motion Carries: Yes No
- **Review/Approve October Financials –**
 - Motion to Approve – Westin Pigott
 - 2nd: Maggie Browning
 - All –
 - Motion Carries: Yes No
- Addressed question(s) regarding the FDIC and separating the accounts. An audit of the reserve money showed it needed to be separated properly and should be earning interest.
- Accounting partner firm replacement. Alderdeen CPA is merging with another firm and terminating our bookkeeping agreement likely by December 31, 2022. More details are to follow. We will need to hire a new CPA firm for bookkeeping, monthly statement generation and tax preparation. Please submit ideas. Spoke with neighborhood resident and a new firm was suggested however, unsure if they will be able to service fully. Westin will be speaking with Ally again for details to approach another firm.
- Report on current budget status. The latest budget was sent to the Board a few days ago. Social was adjusted from 21k to 25k (this will adjust to reflect the vote this evening). This was due to increased costs already incurred for the current year.
- Due to the Tennis court situation \$95,000 in reserves is nearly spent. These sums were needed to carry through to April, therefore we are running a deficit.
- An audit was conducted with Maureen of projects completed and those outstanding. Overall, more money was contributed, and while improved, the HOA is not in the ultimate position. With the exception of a pool replacement, we could handle most unexpected occurrences. Build budget around income with spending less keeping in mind reserves. Large capital expenditures are not included in budget and present but should be on the move forward. The Tennis court and overages utilized the reserves. The HOA is in a satisfactory position due to good planning last year.
- Money in ladder CDs were just rolled over. Approximately \$200,000 and \$500,000 with Meridian – this is the majority of sums. The checking account is basically the annual budget.



**The Village Farms
Homeowners
Association Board
Meeting**

- Available for reference to the Board are the Expectations and Processes as a reference to common questions. It is located on the Financial Report Portal
-

Planning and Development - Emily Baker

- Provided an update on Greyhound Pass project with city.
 - Update on voting spreadsheet compiling.
 - Update on compiled information/input from residents to be reviewed by the Board and submitted to the city.
 - Update on transcript of meeting video with residents and the city from August 31, 2022
-

Secretary – Alaina Joyce

- Task items from June 2022 meeting notes regarding the Property Manager job description, salary and yearly evaluation. Follow up will be handled by the Board President
 - Secretary templates were created
 - Audit of previous meeting notes to update, as approved by the Board at the September 2020 meeting, to include Property Manager reports, work in progress. (Update completed with help of Property Manager Maureen.)
 - Tennis court meeting notes, to do item
-

Director, Technology – Matt LaPaglia

- Update on installation of Wi-Fi at the pool. MetroNet was denied by the city for their second route variance (under the water main). The third route was selected (past volleyball court) and the expected installation is the end of November beginning of December. It is being trenched to avoid fiber. The gas line runs through the same area therefore confirmation is needed before starting.
 - Update on Mailchimp account upgrade to support multiple users. A credit/debit card is needed to secure. Westin is working on a new card being issued and will need a two-factor code.
-

Director of Communications – [Open Position] - Nothing to Report

Director, Social Events – Maggie Cordaro, Interim Director, Social Events

- Recap of the Halloween Party – successful and nice weather, thank you to all that helped



**The Village Farms
Homeowners
Association Board
Meeting**

- Upcoming events : Craft Fair November 26, 9-4pm, Friday night set-up snack/drink money, leftovers from Halloween can be utilized. Maggie/Maureen will contact Nick with the comings, goings as well as regarding security.
- Christmas Party Dec 10 3-6pm, Snacks/small craft, and will try to keep minimal. Maureen puts up tree first week in December.
- Budget meeting, social provides refreshments, meeting moved to 6pm December 20
- Discuss : The potential for movie nights at the clubhouse this winter. Up to Maggie if she would like to take it on. Perhaps by February it would be possible.
- Discussion of proposed needs for the Social budget from end of October through April 30, 2023, and vote to approve. This will avoid the current predicament of overage from reoccurring:
 - Halloween party-roughly \$800 including \$500 for face painters.
 - Craft Fair-food and drinks for vendors, confirm if anything additional- roughly \$150-\$200
 - Christmas party - Santa is \$375, plus a few hundred dollars for snacks and activities.
 - Dec board meeting- confirm if drinks are usually purchased.
 - Easter egg hunt- candy and prizes for inside eggs - roughly \$100-\$150
- Consideration to increase the Social Events budget:
 - Motion to vote for budget increase. Motion that we increase the budget for Community Programs for FY2022 from \$21,000 to \$25,000 to enable the existing Halloween Party plans to be able to go forward.
 - Motion to Approve – Maggie Cordaro
 - 2nd: Maggie Browning
 - All –
 - Motion Carries: Yes No

Director, Common Grounds – Patrick Moyer

- See Common Grounds Report
- Signs ordered for around clubhouse.
- Snowplow contract signed, if needed
- Benches and bike racks for community

Lakes & Dams – John Mueller

- Forming a Lakes committee
 - Developing options for lake wall improvements
 - Reporting system for spring and summer lakes condition
- Working on seawall scope of work and estimate



**The Village Farms
Homeowners
Association Board
Meeting**

- Develop a reporting process for spring and summer lakes status.
- Update on visit to Aquatic Controls offices in Seymour to understand their capabilities.
- Lakes & Dams is forming a committee to discuss how better to address the needs of our lakes and dam property. On November 30, 2022, at 6:00 pm we will meet at the clubhouse. The meeting agenda is as listed.

- 1) Review 2022 aquatic vegetation and algae experience.
- 2) Lake wall rehabilitation and budget.
- 3) Aquatic vegetation management and communication.
 - With a focus on continuous improvement.

Recreation – David Gill - Nothing to Report

Vice President – Maggie Browning

- Newsletter update will be sent before the next Board meeting.
-

President – Steve Castle

- Discuss how to handle complaints and repeat offenders of firework (and mortar) ordinances. This is a city ordinance and should be handled by the police department. Call 911 or non-emergency.
 - Wildflower folks lodged formal complaint to return to grass. Making the allegations:
 - Board originally installed and snuck by everyone, prominent on newsletter and documentation. Kirk put out an email and notice to the community about the project and history.
 - Infested with rats/snakes/poison ivy/mulberry trees,
 - No maintenance, contracts and payments to the contrary, bid to restore to sod.
 - Nothing was ever formally brought to the board until the last Board meeting.
 - Maintain, new plantings, invasive control – unless new information comes to light this will not be revisited again. The attorney is reviewing correspondence as it seemed threatening.
 - Weed patches are first to be treated then the plugs for improvement. Pines with mulberries are spread by the birds. Brightview will come from 5 times to 8 times to treat.
 - Fence by Oakridge removal, fence is in disarray in midst of prairie grass. Ensure Brightview trims around the fences as well.
-

Directors at Large:

- Kyle Bushey – Nothing to Report
-



**The Village Farms
Homeowners
Association Board
Meeting**

- Rebekah Muldrum – Nothing to Report
-

Property Manager - Maureen Schriener

- Tennis court update – not known for 2023 pricing, most important was keeping it safe. Review of the filling of area with previous tennis court asphalt that has caused the substrate problem necessitating the additional unforeseen work in this project. Discussion of stone availability. Two dates in December, if the weather is viable, will do. If not done the contract has to be renegotiated. At that time, we would need to revisit all of the quotes. (Include reference from October notes of all the listed items) consider new contracts.
- Prairie area Update – see President comments.
- Mercury Court C & R regarding fence in easement (see resident comments)
- Reminder Budget meeting 12-20-2022
- Confirmed the Common Rules in the Welcome Packet have been posted to the website.
- Property Manager report:
 - See Board Report
 - See Rental Report
 - See Transfer Letters and Closings

Board Meeting – November 2022

Complaints/Comments/Concern

- 623 Worth Ct. – tree removal 11-7 (complete)
- Rental question – 10-25
- 14620 Adios Pass – question regarding tennis court project 10-17
- 14625 Adios Pass – portal question 10-15
- Election sign complaint 10-15 (complete) 10-26
- 9 Greyhound Pass – trailer, work trailer and boat (12-6 will be moved)
- 15236 Count Fleet Ct. – questions regarding RV 10-3
- 14939 Mercury Ct. – fence placement (waiting on survey) 10-3, 10-18

Clubhouse/Apartment/Maintenance - Rental Report – emailed to BOD.

- Update on tennis court project start date the week of 10-17 (board approved)
- Metronet to install at clubhouse 9-20 (update)
- Ermco - Replace one ceiling light at the clubhouse, look at the pool electrical cover at the pool, and walk post light (open)
- Apartment – install will be November - new faucet, range vent, bathroom exhaust fan, and bathroom vanity top (open)
- Gliden – replace the broken fence at the front parking lot (open)

Common Ground (Pat Moyer)

- Wildflower update 11-15
- CSI sign for common ground – order new signs dusk to dawn 11-10 (on order/open)



**The Village Farms
Homeowners
Association Board
Meeting**

- Hamilton County Soil & Water grant funds (Clare Lane)
- Get quote to repair/remove/replace and paint common ground fence 10-19 (budget 2023-2024)

Snack Shack & Pool (Closed)

Pool (Closed)

- Pool furnisher stored for winter 10-20 (complete)
- Two pool lights are out 6-23 & 7-12 – electrical repair is needed, and John Pyle is working to fix the problem (open)
- Quote for painting pool and baby pool (budget-received)
- Quote for power washing deck (budget-received)

OTHER –

- Sent request and email to Captain M. Vickroy at the Westfield Police Department to attend our board meeting 9-21 & vm 10-3

Office Information – Welcome Packets

- 2 packet

Transfer Letters/Closing Letters – emailed to the BOD

OPEN ITEMS

Open Items/Budget

- John Mueller - repair seawall at Greyhound Pass. Budget 2023/2024
- Pat Moyer – replace the stone wall at the tennis courts. Budget 2023/2024
- Emily Baker – 3-year savings for shelter. Budget 2023/2024
- Common Ground Recreation – paint pool and baby pool. Received 8-17
- Common Ground Recreation – new bike racks and new signs. Received 10-7
- Common Ground Recreation – power wash pool deck. Received 8-17
- Clubhouse bathrooms – tile and reset toilets. Budget 2023/2024

Any New Items?

Not Applicable

PUBLIC COMMENTS: See Guest Business section

Motion to Adjourn:

Motion to Adjourn – Pat Moyer

2nd – Maggie Browning

All –

Motion Carries: Yes x No



The Village Farms
Homeowners
Association Board
Meeting

Secretary Signature		Alaina Joyce
President Signature		Steve Castle