



**The Village Farms  
Homeowners  
Association Board  
Meeting**

**Tuesday, February 21, 2023, \***

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

**Call to Order: 7:00**

**Review/Approve Minutes from January Meeting Minutes –**

Motion to Approve – Emily Baker

2<sup>nd</sup>: Pat Moyer

All – Aye

Motion Carries: Yes  No

**Roll Call:**

- A Quorum was present
- 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		X
John Mueller	Lakes and Dams	X	
Patrick Moyer	Director, Common Grounds	X	
Emily Baker	Planning and Development	X	
Matt LaPaglia	Director, Technology	X	
Kyle Bushey	At Large	X	
Maggie Cordaro	At Large, Interim Director, Social Events	X	
Rebekah Meldrum	At Large		X
[Open Position]	Director, Social Events		
[Open Position]	Director, Communications		



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**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		Enforcement of fence removal within easement <ul style="list-style-type: none"> <li>- Per legal counsel, this drainage easement is within a regulated easement, so the fence would have to be approved by the surveyor’s office and is not under jurisdiction of the HOA to approve or not approve; Resident to reach out to surveyor’s office for nonenforcement of the easement. Mr. Nei is in agreement with this course of action</li> </ul>

**BOARD REPORT:**

**Treasurer – Westin Pigott**

- **Review/Approve January Financials –** (Not Voting this month, see notes)
  - Motion to Approve – Delayed until next month
  - 2<sup>nd</sup>:
  - All –
  - Motion Carries: Yes  No
- Speak to why we are not voting on approval of January financials.
- Discuss annual dues with goal of increasing dues from \$500/yr to \$550/yr.
  - Moved: Westin Pigott
  - Seconded: Maggie Browning
  - **Approved**
- Redo reserve study- study done in 2018, does not account for Covid, increases in construction costs, etc.
- We have lined up a tax firm to prepare our taxes.
- Discuss proposed budget and motion to accept the budget as the plan. This is needed so we can get it in the printed newsletter set to go out in a few weeks.
- **Review/Approve Budget 2023/2024**
  - Motion to Approve – Westin Pigott (As written +\$5,000 of remaining budget to be allocated toward reserve study)
  - 2<sup>nd</sup>: Kyle Bushey
  - All – Aye
  - Motion Carries: Yes X No
- Bento card- debit cards for board members



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- Specified amount allocated to each card- can specify amount per transaction, types of places cards can be spent
    - Entry level would be \$29 for 10 cards
    - Can tie to app- reminder to submit receipts
    - Can require PO number
  - Regions will give us debit cards but since there is \$189,000 in this account, does not make sense to give board members access to debit cards tied to this account
  - Westin to look into Merchants Bank of Indiana for savings
  - PayPal business account needed to accept dues via website, Matt LaPaglia to setup and Westin to link to account
    - Payments will be set up to transfer to Regions account often, so as not to be sitting in PayPal
- 

**Planning and Development** - Emily Baker

- Emily to follow up with city of Westfield on Oak Ridge sidewalk north of Citation
  - Map of resurfacing plan- does this still exist?
  - Tubes on Greyhound- ground structure is failing- reach out to city/ county to correct
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**Secretary** – Alaina Joyce

- Hero nomination, Matt Baker
  - Tennis court meeting notes, open to do item
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**Director, Technology** – Matt LaPaglia

- MailChimp needs to be upgraded to paid version before next newsletter
- Instructions/notification for online payment dues for website
- Recorded zoom meetings- are we able to store them on SharePoint to access?
- Matt to add Maggie C to Facebook page as admin

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

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

- Easter Event
  - secured volunteers for filling eggs
  - reached out to WHS NHS for volunteers



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- ordered donuts from Market District
- estimated budget created
- info submitted for Feb newsletter

- Splash Bash
  - quote from Kid Zone Party Rentals
  - booked tattoo artists
- Other Future Events
  - 4th of July Parade
    - Spoke with Sonia Johns, clubhouse reserved
  - Car Show/food truck in Sept
    - will work with John Mueller
  - Future event dates posted on website, Facebook page, and in the newsletter

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**Director, Common Grounds – Patrick Moyer**

- WeCan review
- Landscaping contract- Brightview to revise current contract, gradually taking us to market price by 2027
  - Motion to accept Brightview offer for 2023, Maureen to obtain bids to compare additional years' pricing to competitor quotes
    - Pat Moyer
    - 2<sup>nd</sup>: John Mueller
    - All: Aye

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**Lakes & Dams – John Mueller (Report sent via email)**

New Lake Vegetation and Algae Management quotes are in and will be reviewed for a vote.

Met with Aquatic Control for a 2023 plan (in December). Here are the take aways:

- 1) Ask residents to cut back or eliminate the use of phosphorus when fertilizing yards. This is not just for lake residents, but for all residences as most yard water runoff flows to the lakes via storm water systems. Yes, these do empty into the lakes.
- 2) Based on last year's review and continuous improvements, both "Pond Weed" and Naiad will be treated for early.
- 3) I will be watching temperatures and observations from select lake residents for early aquatic vegetation signs. If these are observed earlier, then normal - we will notify vendor for advice and possible action.



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- Motion to approve Aquatic control contract \$16,156.33
  - John Mueller
  - 2<sup>nd</sup>:
  - All: Aye

4) Algae will be watched more closely this year. We (I) will need to educate residents of algae treatment restrictions with regard to oxygen levels and risk of fish kill potential.

5) Orvis fly fishing clinic for VF residents, conducted on lower dam. May target for event.

- Post on social
- Sunday in May- date TBD

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**Recreation** – David Gill - Nothing to Report

Painting of pool

- Quotes
- Pyles- \$51,533 Acid wash, patch, 2 coats of epoxy
- Smarter – No bid
- Average Joes- No bid
- Bryan Speer- \$55, 760 (Recommendation from CAI)
  - Motion to accept Pyle’s quote: Maggie Browning
  - 2<sup>nd</sup>: Kyle Bushey
  - All: Aye

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**Vice President** – Maggie Browning

- Newsletter update/recap, if necessary

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**President** – Steve Castle

- President’s Letter, as needed
- Mercury Court, fence in easement, as needed
- Discussion and possible motion allowing Site Manager to bind contracts

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**Directors at Large:**



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- Kyle Bushey – Nothing to Report
  - Rebekah Muldrum – Nothing to Report
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**Property Manager - Maureen Schriener**

- Lawn maintenance contact with Brightview. Common grounds
- Property Manager report:
  - See Board Report
  - See Rental Report
  - See Transfer Letters and Closings

**Board Meeting – Feb 2023**

**Complaints/Comments/Concern**

- 9 Greyhound Pass – trailer, work trailer, and boat (3-5) open
- 14939 Mercury Ct. – fence placement. Letter sent 1-18 (open)
- 15208 Roman Ct. – trailer. Letter sent 1-18 (open)
- Greyhound Pass entranceway light repaired 1-22 (closed)
- Sapphire Dr. & 146th entranceway light is out 1-17 & 2-9 (closed)
- Clubhouse post lights are out 1-17 & 2-9 Ermco repaired electrical box and is waiting on a part for the post lights (open)

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

- Tennis court project completion will be spring 2023 (open)
- Metronet to install at clubhouse 9-20, 10-18-11-15, 1-14 (closed)
- Ermco – common ground park lights are out 1-5, 1-14, 2-9 (open)
- Paint new board fence in spring (open)

**Common Ground (Pat Moyer)**

- Prairie Maintenance – quote received from Brightview 11-4 (\$7,553.61) Waiting on quote from Williams Creek 11-7, 2-7 (no response).
  - Motion to approve Brightview quote: Maggie Browning
  - 2nd: Kyle Bushey
  - All: Aye
- Prairie wild flower plug installation – quote received from Brightview 1-30. No response from Hittle 10-3 and no response from Sundown 10-9. Waiting on quote from Williams Creek 2-8
  - Brightview- plugs every 6 feet: \$9,916.84
  - DNR to cost-share :\$1,733.25
  - Cost to us: ~\$8,183.59
  - Motion: Kyle
  - 2<sup>nd</sup>: Pat
  - All: Aye
- Barthuly Irrigation (McNamara Ct.) – received 2023 contract 2-7 (open/Steve sign)
- Pat Moyer – install new common ground signs (open)



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- Get quote to repair/replace and paint common ground fence (budget 2023). Remove fence on wildflower. Received quote (open budget 2023)
- Replace tennis court wall (received quote spring 2023 budget)

**Lakes & Dams**

- Lake maintenance - quote received from AQ 2-8-23. Waiting on quote from Ponds RX 2-13

**Snack Shack & Pool (Closed)**

- Emergency phone (open)
- Received two quotes for painting pool/baby pool (vote 2-21)
- Two pool lights are out on 6-23 & 7-12 – electrical repair is needed and John Pyle is working to fix the problem (open)

**OTHER**

- Mailer will go out mid-March (pool card, president letter, proxy, statement and budget)

**Office Information – Welcome Packets**

- packet

**Transfer Letters/Closing Letters – emailed to the BOD**

**OPEN ITEMS**

**Open Items/Budget**

- John Mueller - repair seawall at Greyhound Pass 2024
- Pat Moyer – replace the stone wall at the tennis courts 2023
- Pat Moyer – replace park benches 2023
- Pat Moyer – replace bike racks 2023
- Common Ground Recreation – paint pool and baby pool 2023 received 8-17
- Common Ground Recreation – power wash pool deck 2023 received 8-17 (not recommended by Pyles)
- Clubhouse bathrooms – tile and reset toilets (budget 2023)
- Adding Maureen as a contract signer- to be revisited at next meeting

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**Any New Items?**

Not Applicable

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**PUBLIC COMMENTS:** See Guest Business section.

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**Motion to Adjourn:**

Motion to Adjourn – Steve Castle

2<sup>nd</sup> – Maggie Browning



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All – Aye

Motion Carries: Yes X No

Secretary Signature		Alaina Joyce
President Signature		Steve Castle