



**The Village Farms
Homeowners
Association Board
Meeting**

Tuesday, March 21, 2023, *

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

Call to Order:

Review/Approve Minutes from February Meeting Minutes –

Motion to Approve – Emily Baker

2nd: Steve Castle

All –

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	
[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):
Jake	In-Person		New member to community
Mark Westfield Fire Department Fire Marshall Division	In-Person		Community Connect, inspection. Overview of risk hazards, especially for new persons, being familiar. Ways for residents to register occupants, pets, and locations of utility services. You may also request detector battery changes. Disabled persons or others could enter their garage codes to limit damage, when necessary, entry for rescue and there is an option for lockbox (~\$200). Accessed only by Westfield Fire. Available on their website, the site is considered as banking level secure. This should be included in the community Newsletter.

BOARD REPORT:

Treasurer – Westin Pigott

- **Review/Approve January and February Financials**
 - Motion to Approve January – Westin Pigott
 - 2nd: Emily Baker
 - All –
 - Motion Carries: Yes No

 - Motion to Approve February – Westin Pigott
 - 2nd: Patrick Moyer
 - All –
 - Motion Carries: Yes No

- **Financial Statements**
 - Need to vote to accept revised December 2022 financial statement. The changes are due to the recategorization of the \$19,000 for tennis courts from expense to capitalization as well as including the interest earned from the Fidelity account.
 - **Review/Approve Revised December Financials**
 - Motion to Approve – Westin Pigott
 - 2nd: Maggie Browning



**The Village Farms
Homeowners
Association Board
Meeting**

- All –
 - Motion Carries: Yes X No

 - We implemented the Bento P-Cards and have initially funded the account with \$5,000. FDIC insured, limits exposure to the \$5,000 only and not entire financial assets. Cards have been issued to Westin, Maggie C and Maureen. Waiting for the address information from Matt for the remaining card.
 - Taxes will be prepared using the December revised financials, so we should be able to move forward with that now that they are approved.
 - Recap of discussion with our advisor at Meridian Investments.
 - Note: Meridian events acts as a proxy preventing changes. Additionally, they are a broker.
 - HOAs in Indiana are only permitted to invest in Cash, CDs and Money Market assets with HOA funds per state law. Meridian buys CDs with the Treasurer's direction through our account.
 - CD Purchases. Both FDIC Insured
 - Purchased 1x 12 month CD for \$240k @5.30% from MVB Bank of Fairmont WV
 - Purchased 1x 12 month CD for \$240k @5.35% from Pacific Premier Bank of Irvine CA.
 - The plan is to consolidate all of our funds from Forum, as well as excess cash from Regions checking, into the Fidelity account. With the sweep program, the account is FDIC insured up to \$1.5M in cash (CDs are additionally insured). The goal being to remain with all assets in FDIC insured accounts and below the insurance limit (250k in Regions, \$1.5M in Fidelity, \$250k per bank with CDs)
 - After collection of community dues, attention will be given to proper cash management in view of FDIC limit. Once the pool opens, we will need to be aware of necessary, readily available funds since expenses are larger.
-

Planning and Development - Emily Baker

- Updates:
 - Sidewalks are a no go but there are ways to add to current footprint to have markers for safety. There will likely be a meeting the second week of April, Emily will extend to the Board.
 - Inquired about the sidewalk on Oak Ridge, north of Citation with Michael Pierce, City of Westfield Engineer. He is new however, is checking on the right of way. The city owns 40ft. right of way. It is easy to reach Citation but he stated likely no further. A crosswalk would aid the problem and increase safety.
 - Tubes on Greyhound- ground structure is failing. Reached out to city/county to correct. Michael Pierce, City Engineer states this does appear this is the city's to maintain. They will come to evaluate and then discuss recommendations with the Board. The road is clearly the city's to maintain.



**The Village Farms
Homeowners
Association Board
Meeting**

- We received a message from a homeowner on the condition of roads on Sapphire and Raymond. The treatment type and funding depend on the condition and type of road surface. These are scheduled for resurfacing 2023. Generally, there are sums set aside but then there is typically grant funding available as well.
-

Secretary – Alaina Joyce

- Tennis court meeting notes, open to do item before stepping down
-

Director, Technology – Matt LaPaglia

- Updates:
 - Paypal set up and fees to set-up are completed. Option to pay by check.
 - Once Bento card is received, we can then complete set up of MailChimp
-

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

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

Egg Hunt

- Eggs filled, resident assisted and filled 1600
- Donuts from White House (local), Emily will drop-off
- Signs placed
- March 25, 10-11 am

Car Show

- Potential date of Wed, Sept 13
- Spoken with Pi and Little Rook (VF resident, son-in-law) food trucks
- No minimums, in order to contract

Fishing tournament

- Suggestion to move to June 17 and use lower level of clubhouse

Splash Bash

- Waiting on P card to pay deposit for rentals
 - Discuss food options, next month
-



**The Village Farms
Homeowners
Association Board
Meeting**

Director, Common Grounds – Patrick Moyer

- Updates:
 - New contract for Brightview completed and need to meet with the new rep (Monday at 9am)
 - Contract ready for Steve Castle to sign
 - Maureen solicited additional bids, with Brightview we are saving money
 - Vote was done online
 - Waiting on other quotes
-

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

- Orvis fly fishing clinic for VF residents
 - conduct on lower dam
 - social media post
 - Month of June target for event
 - The size of boats came into question, this was the third pontoon boat. Rules and regulations state small boats. A resident purchased pontoon boat and put in water; it also has a trolling motor.
 - According to the definition a motor is allowable, but the size of boat is not defined
 - The board should consider capping the size of the electric capacity in the future due to increase in power now available
 - Leave the language for “small boat”
 - Maureen will respond to the inquiry
-

Recreation – David Gill - Nothing to Report

Vice President – Maggie Browning

- Newsletter bio and picture of Dave Gill in recognition of his service
 - Maggie stepping off the board after 5 years of service
 - Zoom discontinued except for board members
 - Motion to Approve February – Maggie Browning
 - 2nd: Kyle Bushey
 - All –
 - Motion Carries: Yes No
-

President – Steve Castle



**The Village Farms
Homeowners
Association Board
Meeting**

- Nothing to Report
-

Directors at Large:

- Kyle Bushey – Nothing to Report
 - Rebekah Muldrum – Nothing to Report
 - The board discussed the repeated absence and under the HOA terms suggest removing Rebekah Muldrum for not fulfilling responsibilities of the position
 - Motion to Remove from the Board – Westin Pigott
 - 2nd: Matt LaPaglia
 - All –
 - Motion Carries: Yes No
 - Email for Rebekah Muldrum was disabled at meeting
-

Property Manager - Maureen Schriener

- Common Properties Rules - boat size (See Lakes and Dams section)
- Reminder...make sure that we have fence up before the pool cover is removed.
- Light repaired in the parking lot
- Confirmed the LLC purchase of a home, was for a family member
- Mailer went out with - pool card, proxy, dues, budget president letter Property Manager report:
 - See Board Report
 - See Rental Report
 - See Transfer Letters and Closings

Board Meeting – Mar 2023

Complaints/Comments/Concern

- 15105 Romalong Lane – yard maintenance 3-8 (open)
- 230 W. Admiral Way – concrete or paver patio 2-28 (closed)
- 9 Greyhound Pass – trailer, work trailer, and boat 3-5 (closed)
- 14939 Mercury Ct. – fence placement. Letter sent 1-18 (closed)
- 15208 Roman Ct. – trailer. Letter sent 1-18 (closed)
- 111 E. Greyhound Pass – property maintenance 3-3 (closed)



**The Village Farms
Homeowners
Association Board
Meeting**

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

- The tennis court project completion will be in spring 2023 (open)
- New signs for tennis courts (open)
- The clubhouse post light is out we are waiting on a part for the post lights (open)
- Paint new board fence in spring (open)

Common Ground (Pat Moyer)

- Prairie Maintenance – the board voted 2-21 for Brightview
- Prairie wildflower plug installation – the board voted 2-21 for Brightview
- Barthuly Irrigation (McNamara Ct.) – Steve Castle signed contract 2-22
- Pat Moyer – install new common ground signs (open)
- Get a quote to repair/replace and paint the common ground fence (open budget 2023). Remove the fence on the wildflower. Received quote (open budget 2023)
- Replace tennis court wall (received quote spring 2023 budget). Granit brick color (open)

Lakes & Dams

- Lake maintenance – the board voted 2-21 for Aquatic Control

Snack Shack & Pool (Closed)

- Emergency phone (open)
- Painting pool – the board voted 2-21 for Pyles
- 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 went out 3-20 (pool card, president letter, proxy, statement, and budget)

Office Information – Welcome Packets



The Village Farms
Homeowners
Association Board
Meeting

- 1 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
- Common Ground Recreation – power wash pool deck 2023 received 8-17 (not recommended by Pyles)
- Clubhouse bathrooms – tile and reset toilets 2023
- Pat Moyer – Reserve Study 2-21

Any New Items?

Not Applicable

PUBLIC COMMENTS: See Guest Business section.

Motion to Adjourn:

Motion to Adjourn – Alaina Joyce

2nd – Westin Pigott


All –

Motion Carries: Yes No

Secretary Signature		Alaina Joyce
---------------------	---	--------------



**The Village Farms
Homeowners
Association Board
Meeting**

President Signature		Steve Castle
---------------------	---	--------------