

## Woodlands Winding Brook HOA

Board meeting June 8, 2017

The meeting was called to order by Cindy Johnson at 6:30 pm. Board members present: Cindy Johnson, President; Jeanette Clausen, Vice President; and Elizabeth Starr, Secretary. [At-Large Board member Cathy Brown arrived at 6:50 pm.] Property Manager Dave Thornbury and Tempo HOA Accounts Manager Geri McInerney were present, along with special guests Seth Inman from Trees PLE Inc. and Lester Anders from Nature's Link. Zach Martin from PPS also arrived shortly after 7 pm. Financial Manager Carolyn Brown was absent due to illness. Homeowners present were Connie Beckwith, Linda Blair, Susan Frew, Pam Moore, Aran Mordoh, Judy Schmid, Steve Wennerberg, and Randy West.

**May Minutes. Cindy moved, seconded by Jeanette, to accept the May Minutes from May 11 and May 18. This was approved unanimously.**

**Report from Seth Inman and Lester Anders.** Cindy then introduced our special guests, Seth and Lester. They explained that Seth is an advisor to the Board on how to handle plants and trees, and Lester has the contract to implement recommendations. They explained that they hoped to give a run-down of what they see in the neighborhood and some of their ideas for moving forward.

Lester went through his notes, including questions about how far back we want to trim certain trees/bushes such as the Norway spruce in front of 2336 which is overhanging a parking space. If certain trees are trimmed too far back, they don't grow back, which may be what we want, but it could also look odd. Lester also asked about whether he should trim back along the main road (the answer was yes). He said he will need direction on how much mulching we want, and where. As for seeding, his recommendation is to do that in Fall unless homeowners don't mind watering themselves.

Seth reported that he was contacted by Cindy to give some ideas and input as an advisor on the property. He worked with the Slothower report and came to the overall assessment that the landscape at the Woodlands is very mature, stagnant, maintenance heavy, and not eco-friendly. Beds are vast, there is mulch everywhere, there are drainage issues, etc. In his recommendations, his overall goal is to first reduce maintenance and drainage issues, and then to increase biodiversity. Quote: "Hard tough dirty things have to be done first before we do the fun stuff."

His recommendation would be to remove areas of heavy mulch to help with drainage and overflow on roads. These areas could be turned into lawn, not beds, thus taking care of a lot of maintenance and drainage issues via that one change. He further recommended that we not mulch between garages, but try something different (such as mulching the whole property with shredded leaves, which would be more natural and much cheaper).

Overall, Seth and Lester joined in encouraging the Woodlands to start implementing the Slothower report. Ideas include removing plants as necessary and pruning in the meantime, choosing new plants that don't require a lot of pruning, going for a more "natural" look (no shrubs in ball shapes—choose natural forms). Many drainage issues could probably be corrected just by fixing these issues, and an expensive engineer's report is not necessary. In response to a question from a Board member, Lester felt that competitive bids would likely be unnecessary except in cases where there was settling. Otherwise, Lester would be comfortable devising and implementing a plan that meets basic guidelines in terms of correct slope away from buildings.

Seth further advised that we get rid of most fruit trees, such as aging crabapples, and that we consider either not replacing, or using hardier ornamentals. Seth will be conducting a review of “hazard trees” in the next two weeks, and will recommend which ones can be saved and which should be removed. Cindy will send Seth the list of the trees that were removed and the ones that were treated last year. Lester stated he will start with the pruning next week.

Overall conclusion of the presentation: There are lots of options to resolve issues. Focus for this year should be fixing drainage and mulch issues and getting plants out that need to get out. Then next year, we can start replanting. Seth was passionate in his recommendation that we give Lester a chance to show us what he can do for us and give him more than one season’s chance to try to turn things around.

**The Board requested that Lester complete his report with drainage recommendations (including looking at the backs of buildings, not just the fronts) and include his suggested prioritization of where to begin the drainage work, and to get this to us as soon as possible. The Board further asked Seth to conduct his tree report of “hazard” trees, including his recommendation on treatment of ash trees.**

Seth and Lester left at 7:20.

**Property manager’s report.** As Carolyn was home sick, we changed the agenda order and went straight to the property manager’s report. Geri talked about completed projects first.

Completed projects included:

- 2301-2307 roof restoration (looks good)
- Tree over 2368 removed June 6
- Some last decks were power washed June 2

In progress projects included:

- Deck staining bids came in
- Zach from PPS is here to give an update on the deck hangers
- Grading/drainage plan—one engineering bid has been received (from Bynum Fanyo) and one drainage proposal (from Nature’s Link). More are being solicited
- Gutters, including garage gutters, will be worked on this week
- Exterior Wood will submit an estimate for restoring roofs for dumpsters and garages, and they will look at the garage gutters as well
- Stump grinding bid received from Bluestone
- 2382—carpets need to be cleaned from a basement leak
- 2303—ceiling sagging, probably due to the roof leak that was repaired; PPS is going out to examine
- 2315—electricity problem to garage door being investigated
- Basketballs in drain pipe by basketball court—one was removed, one was flattened, and another needs to be removed by a plumber

**PPS report on joist hangers.** Dave then introduced Zach from PPS.

Zach began by apologizing for the issues with the joist hangers. He explained the bid process and the miscommunication that resulted in the workers using the wrong kind of screw (when the original nails

were not grabbing correctly and a change to screws had to be made). The crew will begin replacing the incorrect bracket screws with lumber-lock structural screws on Monday. The project should take 4-5 days. The Association will send out an email to residents informing them of the project.

**Financial manager's report.** As Carolyn was not here, Cindy went over the P&L statement. Our income for the month was \$15967.59, and we had one large expense (about \$9K for the power washing). We thus ended the month with a deficit of about \$2K; however, overall, we are ahead for the year. One item of note is that the Association received an insurance reimbursement for the broken wall by the entrance.

**Election of Treasurer.** As Ken Shafer resigned a week after the last meeting, the Board needs to fill the office of Treasurer.

**Jeanette nominated Cathy Brown as Treasurer, seconded by Elizabeth. This was unanimously approved.**

Cindy clarified that the Board will be looking to appoint a new Board member to serve as at-large for the remainder of Ken's term. The Board wished to record its thanks to Ken for all of his service and for helping the Association get on track with our books and our long-term plan.

**Building & Grounds report.** Jeanette reported that the committee met and reviewed staining bids. They also talked about joist hangers, doggie bags, and dumpsters. Jeanette is working on a sign to post on the dumpsters with do's and don'ts and suggestions of how to dispose of large objects. Cathy will be dropping off of B&G as she assumes her new duties as Treasurer.

**Elizabeth moved, seconded by Cindy, that Sherry Jeffers be appointed to the Building & Grounds committee. This was approved.**

**Old business.**

**Gutter cleaning.** This is an ongoing issue, as Steve's Roofing, who installed them, continues to say they are not clogged or will not replace/clean them without evidence of a clog. Dave will send out his team to take care of some of the issues in the meantime.

**Garage gutters**—Tempo can clean the gutters for about \$100 per garage. Exterior Wood will also give us a bid. This is being tabled until we have more bids.

**Deck staining bids.** The Board received three bids, from Exterior Wood, Hoosier ProPaints, and Tony Somes. All bids included deck surfaces and spindles and all included a price for the pond deck. In all cases, the vendor would supply the equipment (such as brushes) and the HOA would provide the stain. Vendors varied on when they could begin. Vendors also varied on per-deck pricing (some gave different prices for upper and lower decks; some gave varying prices for small, medium, and large decks). It was noted that the pond deck will need to be sealed with clear sealant, as it is cedar. Homeowners will have a choice of clear sealant or dark stain for their unit decks.

After a period of discussion, **Cathy moved, seconded by Jeanette, that we hire Hoosier ProPaints to complete the deck staining of all previously power-washed decks. This was approved unanimously.**

**Roof repair for 2301-2307.** Although this was discussed previously under completed projects, Cindy added that the repair comes with a 7-year warranty against further leaks. This buys us some time to continue to save money for reroofing. The repair bill of \$5500 has been paid. The contract will be posted on Google Docs.

**Website committee.** Elizabeth reported that a group of interested homeowners (including Sarah and Toby Johnson, Jeanette Clausen, and Steve Wennerberg) met to discuss the website. Toby has volunteered his services as webmaster and Sarah has volunteered her services as web designer. Sarah is working on a mission statement for the committee and we hope to be able to approve and populate the committee officially at the next regular meeting.

**CAI membership.** Cathy reported on her visit to CAI (the Central Indiana Chapter of the Community Associations Institute). This is an organization of HOAs with 6 meetings per year, covering Indiana code, aspects of training Board members, etc. Cathy reported that we can join as an Association for \$210 annually, which allows any 2 Board members to attend any meeting. Additional Board members can attend for \$25 per person.

**Cathy moved, seconded by Jeanette, that the Woodlands Winding Brook HOA join the CAI for a 2-Board member fee. This was approved unanimously.**

**Dog issues.** There was some discussion of the Rules & Regs related to dogs on or off leash. Our Rules & Regs need to be harmonized with city and county ordinances, and it needs to be clarified that any fines are municipal (not imposed by the HOA).

**Homeowner comments.** Residents expressed interest in starting a Neighborhood Watch program. There was also a request for more information about insurance (as some homeowners were not informed by their realtors about the common insurance before purchasing their unit).

**Action items:** We will review city and county ordinances on animal control in order to update Rules & Regs.

The meeting was adjourned at 8:55 pm.

Respectfully submitted,

Elizabeth Starr,  
Secretary, Woodlands Winding Brook HOA

