

# **Wilderness Trails Owners Association Board Meeting Minutes 9/16/2020**

## **Board Attendees:**

Sandi Aubuchon – President  
Rachel Kelly – Treasurer  
Joanne Moon – Secretary  
Dave Brown & Steve Haubenriser – Adjunct members

## **Community Attendees:**

Jody Amberg, Darlene & William Fenton, Jeff Feeney, Judy & Jeff Bollinger, Maureen & Pete Serve, Dale & Patty Sager, Pat & Denise Keller, Mike & Charlotte Miles, Aneta Kolb, Mike Bagwell Sr & Mike Bagwell Jr, Ken Jarvis, Patrick Kelly, Jim Moon, Valery Conley, Janelle Dunlap, Ben & Eric Crane, Vince & Dawn Zagarri

## **Handouts:**

Agenda, trash contract analysis, Amendment 4, and the 6 motions from the annual meeting

## **Call to Order – Sandi Aubuchon**

The meeting was called to order and the Board members introduced.

There was a call for new business to be discussed at the end of the meeting.

Question about Amendment 4: A question was asked about removing signatures from Amendment 4. The amendment has been filed with the county, and it is not possible to remove individual signatures. However, the Restrictions Committee will revisit this amendment.

Question about the Board transition: As voting is traditionally held in September, the new Board usually transitions into service at that time. The prior Board members have been invited to transition meetings, but have been otherwise engaged, and most formally stepped down via email (attached below). Dave remains on the Board, and Aneta is helping with the Treasurer transition.

As the new Board transitions into its duties, we will work on a comprehensive description of the responsibilities for each position

## **Secretary Report – Joanne Moon**

The Secretary transition is complete. We thank Crystal for her service and especially her neatly organized notes and files!

Development of a liability waiver is in progress to be signed when participating in subdivision events such as work days. The HOA insurance agent has been engaged to review the language.

As part of our commitment to transparency, a web site is under development where documents such as the Restrictions, meeting minutes, treasurer's reports, and other information for the community can be shared.

# **Wilderness Trails Owners Association**

## **Board Meeting Minutes 9/16/2020**

The Secretary is working to update the contact information for the residents. Some would like to share email address and phone numbers with their neighbors, and some prefer to keep their information private. The secretary will make a note of each resident's preferences. Please use the [WildernessTrailsHOA@gmail.com](mailto:WildernessTrailsHOA@gmail.com) mailbox to update your information.

A quick show of hands indicates that less than half of our neighbors use Facebook, but most see the posted signs and receive the emails from the Board. Therefore, we'll concentrate our communications efforts in these areas.

### **Restrictions Committee – Steve Haubenriser:**

The bylaws of surrounding communities are being reviewed to provide a basis for revising our indentures. Please forward prior work on bylaw revision proposals to the committee.

Ben Crain and Jim Conley volunteered for the committee. Other residents were mentioned as possible committee members. If you wish to join the committee, please indicate your willingness to serve via email at [WildernessTrailsHOA@gmail.com](mailto:WildernessTrailsHOA@gmail.com)

Question about annual meeting timing: A quick show of hands indicated that weekday evenings are better than weekends for the annual meeting. And the community seemed interested in having a second annual meeting, perhaps in the Spring.

### **Financial Reconciliation Committee – Rachel Kelly:**

Denise Keller and Maureen Serve volunteered for the committee. Other residents were mentioned as possible committee members. If you wish to join the committee, please indicate your willingness to serve via email at [WildernessTrailsHOA@gmail.com](mailto:WildernessTrailsHOA@gmail.com)

### **Finance Report – Rachel Kelly:**

The Treasurer transition is in progress, but will take a little longer. Aneta will continue to keep the lights on until the QuickBooks license and bookkeeping files have been transferred to Rachel's computer.

The recent legal bill is under review for approval and payment.

Question about how invoices are approved for payment: Some recurring bills that have approved contracts can be paid as presented. As an example, the light bill is around \$10 and is on auto-pay.

Non-recurring standard bills require the full approval of all Board members to be paid. For instance, the second post-office box key has not been seen in a while. Joanne ordered a replacement from the post office for \$12. She will not be reimbursed until she presents an invoice and all Board members agree that this is a proper operating expense. For larger expenses, community approval is required.

If the Board does not agree that an expense is proper, we will either work out a compromise, bring the expense to the community for approval, or not engage in that activity.

# **Wilderness Trails Owners Association**

## **Board Meeting Minutes 9/16/2020**

A budget based on historical costs will be developed as a baseline to determine the Board's ordinary operating expenses. When that budget is exceeded, community approval will be required. Quickbooks, our accounting system, has some nice features to support creating and managing budgets. Budgets will be posted on the website.

Question about last year's negative income on the Sept Balance Sheet: The annual assessments add around \$16,200/year to the road budget. But last year, the failed culvert cost around \$28,000 to repair. It is thought that this caused the \$8,000 loss for the year. The Treasurer will research this to confirm.

Question about current \$118,000 balance on the Sept Balance Sheet : The subdivision will need around \$200,000 to overlay the roads again. The annual assessment money is carefully conserved against the day the roads will require major work. This helps to avoid the need for a special assessment in the future.

Question about on-line payments: The cost associated with developing electronic payments is a little high for our small subdivision. However, most banks have bill payment features that will write a check to the WTOA and mail it for free.

### **Road Work – Dave Brown:**

The crack filling on the main road is complete. The crack filling work continues on the side roads.

Three days of good weather are needed to cut patches in the roads to repair damage.

Work crews plan to seal the roads in a "hopscotch" pattern to ensure there is a clear path to enter/exit the subdivision.

The entire project will take about 2 weeks to complete.

Ameren might replace more electric towers in the Spring. This could result in damage to the roads which Ameren will be required to pay to repair.

### **Trash – Dave Brown**

The trash contract expired in May. The current month-to-month payment plan is not cost effective. We are paying an average of \$922/month so far this year.

Sadly, the proposals presented at the meeting have been allowed to expire, and the new proposal pricing is considerably higher. There will still be a savings of around \$100/month if we sign a 3 year contract for the current pickup schedule: 3 trash and 2 recycling pickups per week. We can add a 4<sup>th</sup> weekly trash pickup if the community feels it is needed for \$180/month plus fees.

Some trash proposals included adding a third bin, but this has a much higher cost and requires expanding the enclosure. The cost would be between \$4,800 to expand the current enclosure

# **Wilderness Trails Owners Association**

## **Board Meeting Minutes 9/16/2020**

to the left. A new stone-faced enclosure could cost \$14,000 +. Turning the enclosure to make trash trucks maneuvers easier would also add to the cost.

A quick show of hands indicates that no one has had to take trash home in the last month, but in the last 3 months, a few residents had to try again later.

The trash enclosure is in need of repairs. We may be able to keep the cost reasonable by supplying materials and asking for the construction expertise of our residents.

Question about large item pickup: A request for an annual large bin was popular. Restricted items such as tires and batteries would not be accepted.

**The dumpsters are not to be used for construction trash.**

### **Work Day – Dave Brown:**

The Fall work day will be on Saturday, 10/3 starting at 8 AM, with a rain date of Saturday, 10/10.

The Board will publish a list of work to accomplish so residents will know what tools to bring. Chain saws, pole saws, weed whackers are always welcome.

The Board will contact Mr. Richmond prior to clearing the sight lines at “devil’s elbow”.

The conservation easement is 5 ft from the main road.

### **New business:**

#### **Halloween:**

The Halloween trunk-or-treat will be on Friday, 10/30, to allow youngsters to collect candy elsewhere on Saturday.

A hay ride is planned: The Miles’ will pull a wagon with their tractor and borrow hay from the Bagwell’s.

The Board will contact Mr. Click for permission to gather on the power line easement area.

#### **Flags:**

Appreciation was given for the Labor Day flags placed in the flower beds near the dumpsters. Mr. Sager offered to help next time.

#### **FedEx Complaints:**

Multiple residents cited issues with the FedEx delivery truck driving recklessly in the subdivision. At least one resident has lodged a complaint.

#### **New Sign:**

Erica Crain called for volunteers to plan and price a new entrance sign. She will make a presentation at a future subdivision meeting.

#### **Block Party:**

The Stoney Creek block party was a blast. A challenge was given to other roads to hold more celebrations in the future – at the dumpsters if their road is too steep.

Sandi Aubuchon adjourned the meeting. Dave Brown seconded.

# Wilderness Trails Owners Association Board Meeting Minutes 9/16/2020

Many thanks to the Bagwell family for lighting and sound system support at our meetings.

9/16/2020

Yahoo Mail - Fw: Board Changeover

## Fw: Board Changeover

From: David Brown (seabeebuilder1st@yahoo.com)

To: mooner.jo33@yahoo.com

Date: Thursday, September 10, 2020, 04:12 PM CDT

F Y I

[Sent from Yahoo Mail on Android](#)

----- Forwarded Message -----

From: "Crystal Fry" <cfryst@gmail.com>

To: "Matt Klenke" <makstl@gmail.com>

Cc: "Duan Reese" <duansworld@gmail.com>, "John Barhydt" <john.barhydt@yahoo.com>, "Dave Brown" <seabeebuilder1st@yahoo.com>, "Aneta Kolb" <anetakolb@gmail.com>

Sent: Thu, Sep 10, 2020 at 2:47 PM

Subject: Re: Board Changeover

I suspect the new board will determine the President, Secretary, and Treasurer positions during their first meeting. That said, once the minutes are approved and distributed as noted above, I'll simply drop off a jump drive of the Secretary files to Dave. Everything is organized nicely and the folder and file names are all intuitive, there is really no need to coordinate face to face for that.

There will be the matter of the HOA gmail account. Once the new board makes a decision on the Secretary I can email that individual the current password for the account and that person can take it from there.

On Thu, Sep 10, 2020 at 10:55 AM Matt Klenke <makstl@gmail.com> wrote:

All,

Harold Webb has declined the invitation to be a member of the finance oversight committee. I am going to appoint John Barhydt in his place, as he is going to be involved in the process regardless, so he may as well be directly involved. His experience will be invaluable.

The motion to 'operate as we have been in the past, and not necessarily by the indentures', was approved at the annual meeting. The past practice has been that the changeover to the new board happens at the next board meeting following the elections, as opposed to January 1st.

Once the minutes are approved by the current board, and the records/archives have been passed onto the new Secretary, the changeover can take place. The finance committee can collaborate on their strategy for auditing the financial records and moving forward.

I see no reason to hold yet another meeting in such close proximity to the last two, along with the fact that the agenda of the new board has been clearly defined in the motions passed and the board agreement signed at the special meeting on August 29th.

- Matt Klenke