

Winona Lakes Property Owners Association Board of Directors

March 19, 2016 BOD Meeting Minutes

Call to Order: 10:06 am

(1) Quorum Roll Call:

Present: Robert Fenlon (President), Oscar Woerlein (Vice President), Jeff Reichl (Secretary), John Kobiela (Treasurer), Mary Sparich (Director), Janet Foster (Director) and Franklin Smith (Director).

Absent: Steven Potestio (Director) and Kaitlin Santana (Director).

Robert Fenlon moved to approve Kaitlin Santana's absence as a hardship due to a medical condition. Seconded by Oscar Woerlein. Motion carried 7-0-0.

(2) Approval of Minutes of previous meetings

(a) Robert Fenlon moved to approve the February 20, 2016 regular meeting minutes as written. Seconded by Franklin Smith. Motion carried 7-0-0.

(b) Robert Fenlon moved to approve the February 20, 2015 closed session meeting minutes as written. Seconded by Franklin Smith. Motion carried 7-0-0.

(3) Reinstatement of members

(4) Attorney's Report:

None given.

(5) Treasurer's Report: Provided by John Kobiela

(a) **Collections:** Provided by John Kobiela

Robert Fenlon moved to approve a \$250 cash bonus for employees Janet Derrick and Jodi Pustay for their outstanding work with collecting past debt owed to the Association. Seconded by Oscar Woerlein. Motion carried 7-0-0.

(6) Manager's Report: Provided by Mary Ann Freeby

Robert Fenlon moved to approve up to \$1000.00 towards the bridge side court access project. Seconded by John Kobiela. Motion carried 7-0-0.

(7) Committee Reports: None

(8) Awarding Contracts

(9) Hearing upon, adoption or amendment of proposed changes to the Rules & Regulations or policies on second reading

(a) **Collection Policy**

Paper copies were distributed to all members present in lieu of second reading due to length of policy. Franklin Smith moved to adopt the Collection Policy as written and distributed. Seconded by Janet Foster. Motion carried 7-0-0.

(10) Other Unfinished Business

(a) Power line project litigation – closed session *UPDATE*

(b) Clubhouse Drive bridge inspection – closed session

i. Cost Analysis performed by RKR Hess

(11) New Business

(a) Update on road work projects

Will hold a tentative workshop on 4/6/2016 @ 5:30pm.

(b) Spending authority of Community Manager

(c) Procedures for contracting services and required documents

(d) Cakeout properties (Stony Creek Road and Country Creek Lane)

Robert Fenlon moved to authorize the WLPOA Board President and Solicitor to take any and all legal action in regard to the Cakeout property situation. Seconded by Franklin Smith. Motion carried 7-0-0.

Robert Fenlon moved to go into closed session to discuss a member appeal at 11:29am. Seconded by Jeff Reichl. Motion carried 7-0-0.

The Board resumed open session at 12:00pm.

Director Janet Foster left the meeting at 12:05pm.

(e) Anders case – closed session

(f) Member hardship appeal - closed session

i. Section 13, Lot 43 – penalties and tenant registration fee

ii. Section 9, Lot 12 - resale certificate fee

(g) Collection matters - closed session

i. Section 3; Lot 99 foreclosure action

ii. Section 3; Lot 127 foreclosure action

iii. Section 3; Lot 110 foreclosure action

iv. Section 18; Lot 211 foreclosure action

v. Section 13; Lot 47 foreclosure action

(h) Member appeal at 11:30am – closed session

i. Section 1; Lot 131

- 1. Unregistered renter 1/30/2016**
- 2. Vehicle parked in roadway 1/30/2016**
- 3. Unsightly property 1/30/2016**
- 4. Vehicle parked in roadway 2/16/2016**
- 5. Vehicle parked in roadway 2/16/2016**

(12) Proposed changes (additions, deletions and modifications) to the Administrative Code, Rules and Regulations and policies on first reading:

(a) Resale certificate policy

First reading conducted by Jeff Reichl.

(13) Communication (a) written and (b) oral petitions, hearings and comments by members:

(14) Secretary's Report: None

(15) Miscellaneous

Robert Fenlon moved to go into closed session at 12:25pm. Seconded by Franklin Smith. Motion carried 7-0-0. Returned from closed session at 2:01pm.

(16) Adjournment: 2:04 pm

Respectfully Submitted,

Jeff Reichl, WLPOA Secretary

Approved: 4/16/2016