

WILLIAMSBURG IN THE WOODS
Annual HOA Meeting
Meeting Minutes
May 9, 2016

The annual HOA Meeting took place at Plainfield Christian Church. The meeting was called to order at 7:05 PM by Craig Johnson.

The meeting started off with introductions from the homeowners. Brianna Houghland read the minutes from the 2015 annual meeting. A motion was made and the meeting minutes were accepted.

TREASURERS REPORT

Year End 2015

Checking: \$1991.02
Savings: \$11,268.02
Total: \$13,259.04

The annual audit was completed by Kyle Thompson & Bo Hood.

Balance as of 2016 Annual Meeting

Checking: \$2,732.34
Savings: \$24,768.68
Total: \$27,501.02

18 lots have outstanding dues and 1 property has an outstanding lien on file at the time of the annual meeting.

Late notices to be sent out after annual HOA meeting.

ARCHITECTUAL COMMITTEE

The 2015 committee included: Kurt Kunkle, Terry Aders, Scott Lawrance, and Bill Stathmann. The committee aims to review & approve/deny all applications in a timely manner; within one week or less. Forms and information are on the website or available from any board member. The HOA board received 3 requests between May 2015 & May 2015

- Tom & Allysa Fansler - Concrete Patio - Approved
- Tim & Ashley McGuffin – Chain link fence - Approved
- Tom & Allysa Fansler – Fence Screen – Approved

NEIGHBORHOOD ENHANCEMENTS

1. New Front Entrance Landscape Design
 - a. Annual landscaping contract with LMK Landscaping
 - i. Bi-weekly maintenance (keep mulch fresh, pull weeds, etc)
 - ii. Weekly watering as needed
2. Mowing Contract with GSI
 - a. Includes 5 lawn treatments
 - b. Complaint: Section at Township Line & Carr Rd. is not being mowed. The board will look into this and address.
 - c. Resolution: It was agreed that our mowing crew would mow this area until we determined who the property belonged to.
3. Mailbox replacement program
 - a. Mailbox only - \$67.41 / Mailbox installed \$97.41

- b. Post only - \$221.49 / Post Installed \$291.49
 - c. Entire Unit - \$288.90 / Unit Installed \$358.90
4. Christmas luminary program discontinued. Focus is on decorating the front entrances.
 5. County to treat retention pond area on Wheelwright for mosquitos. Homeowner asked if the county could also treat the swales and ditches behind houses – TBD and Homeowner had concerns with the type of product being used to treat the mosquitos. Is the product safe for kids and children? - TBD

CURRENT PROJECTS FOR 2016

1. Neighborhood Directory
2. Installed new LED light fixtures and timers at front entrances
3. Dead tree and fence removal at south end of Wheelwright Court retention pond
 - a. Cost shared with Colony Lake

POSSIBLE FUTURE PROJECTS

1. Irrigation System at front entrances
2. Improve drainage in Wheelwright common area
 - a. Banning Engineering Study & survey was conducted in 2016 - \$2,600
 - b. Potential cost to fix Wheelwright common area is estimated at \$27,600
 - c. Less expensive options available to help the issue but not fix it completely.

NEIGHBORHOOD ISSUES/CONCERNS/QUESTIONS

1. Is the board doing anything to paint the light poles?
 - a. Not at this time but will look to implement something
2. Street Signs are falling apart and are hard to see at night. A request was put in for reflective signs.
 - a. Board to look into this
3. Can a “no outlet” sign be added at the 4-way stop on Liberty Trail?
 - a. Board to investigate
4. Speeding, passing and not stopping at the 4 –way stop on Liberty trail
 - a. It was suggested that we have speed bumps installed
5. There are concerns that a house on Liberty Trail is running a car business out of the garage. The homeowner that brought up the concern was asked to provide evidence of the activity occurring at the residence.
6. It was suggested that the neighborhood needs more lighting.
7. Shed on Schoolmaster – Approved by HOA board
 - a. Determined that it is a playhouse
8. Fence on Township Line Road – Approved by HOA board
 - a. Within property line
 - b. Will be stained dark and area will be landscaped
 - c. Not allowed to extend
9. Shed on Jefferson – Approved by HOA board
 - a. Looks like an extension of the house
 - b. It was suggested that the shed needs to be brick all the way around – board to investigate

ELECTION OF BOARD MEMBERS

Brianna Houghland did not re-run for election

Scott Lawrance moving

Kyle Thompson, Bo Hood and Barbara Strader were up for re-election

Donna McPhail, Kyle Thompson, Bo Hood and Barbara Strader ran for election.

Kyle Thompson, Bo Hood and Barbara Strader were re-elected for 2016-2017

Meeting Adjourned at 9:15PM

Notes taken by: Brianna Houghland