The Woodlands of Ville du Parc Condominium Association
Annual Meeting Minutes
September 21, 2023
Mequon City Hall

WVDP Board Members:

Present – Barbara Bornstein, Todd Gordon, Greg Richards, Tyler Sattler

Absent – Bonnie White

Hunt Management – Terry Handel

I. Annual Meeting Called to Order – 6:03 p.m.

II. Welcome & Introductions:
   a. Went around the room and everyone introduced themselves giving their name, address, and number of years at WVDP. (Leif was the newest resident having moved in yesterday.)

III. Establishment of Quorum:
   a. Residents signed in at the door—there was no roll call
   b. 21 Units were represented in person
   c. 5 Units were represented by proxy
   d. Total of 26 units were represented

IV. Proof of Notice of Meeting: Notice of meeting was sent out September 6, 2023

V. Reading of Minutes of Preceding Annual Meeting – Motioned to approve minutes without reading. Motion seconded and passed.

VI. Property Manager's Report:
   a. Operating Checking Balance – $15,043.32
   b. Barrington Reserve – $130,169.52
   c. Terry reviewed the 08/31/23 Income Statement and highlighted a few line items such as Insurance that have increased above the rate of inflation. (Insurance has increased 23% to $50K this year and is expected to increase another 15% to 30% next year.) He also mentioned the $86K costs of the two roofs replaced this year and the unanticipated siding and trim replacement required during painting.
   d. NOTE: Beginning in January 2024, the Board of Directors has decided to switch to monthly (from quarterly) association fee payments to better match our cash flow needs. Automated payments are highly encouraged and will be adjusted accordingly.

VII. Election of Directors:
   a. Nominations from the floor were requested but none were made.
   b. With three seats open and three candidates, a motion was made to elect all three at once. The motion was seconded and passed.
   c. Barbara Bornstein will continue as Board President.
   d. Leif Nesheim will join the Board as the newest member replacing Todd Gordon.
   e. Greg Richards will continue on the Board and assume Todd's role as Treasurer.

VIII. Reports by Officers:
   a. President – Barb Bornstein

i. Barb thanked Terry Handel, the Board members, the architectural, landscape and finance committees, and others for their support and efforts in managing and improving the WVDP.
ii. She also thanked all homeowners for improving their own properties and helping to make the WVDP a desirable place to live.
iii. The entrance islands improvements were prioritized this year to keep the area attractive. Plantings were selected to endure the weather, winter salt, etc. Several residents have pitched in to water or provide water for the plants. Feedback on the new look has been very positive. (Terry later mentioned that the cost of the entrance islands improvements was approximately $8K.)
iv. Our roofing project costs $40-50K per building and will continue into 2028. Each unit owner is receiving a $20-25K improvement from the association budget which should translate into higher resale values.
v. The Board has had to defer driveway replacements, lawn improvements, some dead tree removal, and other items to continue prioritizing building maintenance.
vi. The Board and Committees are working to address our path forward as the property ages and requires more maintenance.

b. Treasurer – Todd Gordon
i. Todd combined his comments with the Finance Committee report later.

IX. Report of Committees:

a. Landscape – Barbara Bedore
i. David J Frank did the spring cleanup later than usual due to necessary storm damage remediation.
ii. Northern Exposure refurbished the two entrance islands discussed above.
iii. The Landscape Committee met with M&M and Hoppe for quotes on dead and dying tree removal, and tree pruning (e.g. limbs overhanging new roofs). The next step is for the Board to review their proposals and prioritize the work.
iv. Barb reminded residents that the landscape maintenance schedule and homeowner/association responsibility table are on the Hunt Management website.
v. NOTE: Please submit a plan for any landscape (or other) improvements you would like to make around your unit for approval BEFORE you contract for the work. The association remains responsible for certain maintenance of improvements you make and needs to be aware of their liability.

b. Architectural – Tyler Sattler
i. Tyler and other Board/Committee members conduct two walk throughs of the property each year in the spring and fall.
ii. The roofing project will be completed in 2028 at two buildings per year. The new roofs have a 40-year prorated warrantee and are realistically expected to last at least 25 to 30 years.
iii. The association continues to paint 3 buildings per year. As we power washed the buildings to be painted this year it was determined that a lot more siding replacement and/or priming was required than anticipated.

iv. The siding on the "Circle" will need to be replaced in the future. The Board and Finance Committee are discussing how to prioritize and address this issue.
v. Driveways will receive preventive maintenance only, as they are a lower priority than our buildings. (Some residents have sealed their own driveways.)
vi. Basement repairs have settled down recently but we never know what to expect as units are put up for sale and inspected.
vii. Tyler reminded residents that all requests for repairs should be entered on the Hunt Management website.

c. Finance – Todd Gordon
   i. Scot Streeter and Todd formed the Finance Committee in January 2022 to address our changing needs as the property ages and requires more building and grounds maintenance.
   ii. Our governing documents were written by the developer to help sell units by saying the association covers everything. That wasn't a problem at first when the property was new and required little maintenance. Now it has saddled the association with a larger liability requiring higher fees.
   iii. The Finance Committee has gathered input from the reserve study, area condominium association survey and, most recently, our unit owner survey. While these provide valuable input, they do not resolve our financial issues.
   iv. The unit owner survey showed support for special assessments, which have been used a couple times recently in 2019 for landscape improvements and 2022 for tree removal due to the ash borer damage. However, these require a two-thirds vote—as do bi-law changes—and are difficult to get approved. Association fee increases will continue to be required to meet our needs.
   v. Our fiscal year was changed to the calendar year in 2022 to better align with many of our contractor contracts. In 2024 we will also be changing to monthly association fee payments to better match our cash flow needs.
   vi. What we call "reserves" are NOT rainy-day funds—they are the annual funds required for our capital expenses. As such they are nearly all utilized and replenished by our association fees throughout each year.

X. Old Business – None

XI. New Business:
   a. A resident proposed that we have an audit. Terry agreed that an audit every 5 to 10 years is a good practice and that we have not had one since Hunt Management took over. He will add this to the next Board meeting agenda.
   b. Another resident suggested that a letter be sent to all residents introducing new residents each time a unit turns over.

XII. Annual Meeting Adjourned – 7:05 p.m.