

WECHA Annual Meeting Minutes

May 21, 2023

6:00 PM

Champlin Ice Forum

1) Call to Order

The meeting was called to order at 6:00 PM by Todd McDowall, President.

2) Introduction of Board Members

The following board members were introduced:

- Todd McDowall, President, Architectural Control Committee Chair
- Mike Young, Vice President (not present)
- Jon Speich, Treasurer/Secretary
- Shanna Johnson, Director, Landscape Committee Chair
- Aileen Havel, Director, Welcome Committee Chair

3) President's Report - Todd McDowall, President

- a) Todd provided an overview of the recently completed filing of new pools, fences, and renters amendments, along with the associated legal costs.
- b) He also emphasized the association's continuous need for new volunteers and board members to serve.
- c) Todd encouraged new homeowners to get involved in the association.
- d) Out of the 154 lots, there were 7 homeowners present at the meeting (excluding the board members).

4) Treasury Report - Jon Speich, Treasurer/Secretary

- a) The association was well-managed and financially responsible, making good financial decisions and using the association's funds wisely.
- b) Excellent working relationships were maintained with vendors, ensuring prompt remittance payments.
- c) The board decided to maintain a three-year balance of total annual dues collected as a benchmark for cash on hand, aligning with industry standards. The current cash on hand was \$48,878.84, intending to be close to the three-year benchmark by the end of the fiscal year.
- d) The association had a relatively low aging liability, indicating a healthy membership. However, there were 14 out of 153 households that were not current on their dues.
- e) Income from move-in and move-out fees, late fees, and interest charges supported the maintenance of current annual dues and potentially allowed for future fee reductions. In 2022, there were five move-ins and move-outs, and a similar number was expected for this year.
- f) Legal expenses had a significant impact on the budget due to the amendment and filing work.
- g) Landscaping remained the largest line-item expense for the association.
- h) Expenses were high for landscaping, including weeding, mulch, and spring & fall cleanup.
- i) A Welcome Committee with a \$250 budget was established for 2023.
- j) The association migrated its checking account to Bell Bank.
- k) New ACH forms would be launched for the collection of this year's annual dues payments.
- l) Residents now have the option to pay online or continue using paper checks.
- m) No increases in annual dues were planned for 2023.

- 5) Landscape Committee Report - Shanna Johnson, Chair
 - a) The association managed 20 common areas, which remained the largest line-item expense in the budget. The general goal was to have ten or fewer salt-tolerant plantings in each area.
 - b) Efforts were made to standardize planting materials over the past seven years, resulting in cost stabilization. The committee consolidated the number and type of plants in common areas and optimized the mulching schedule for bulk savings.
 - c) Completed work included part 2 of tree trimming recommendations and updates to Woodlawn Circle and Trillium Lane common areas.
 - d) Shanna reviewed upcoming common area work and highlighted the budget impact of unplanned work, such as dealing with dead trees.
 - e) Weed spraying in common areas followed commercial common area maintenance standards. Homeowners had the option to hand-pull weeds in their circle if they didn't want to see spraying. The contractor would only spray what was visible on the day of the spray, which depended on the schedule, weather, and contractor staffing.
 - f) The current landscape contractor is committed to keeping costs low.
 - g) The Rosemill Lane entrance project was scheduled for completion in 2023.
 - h) New volunteers were encouraged to join the Landscape Committee.

- 6) Welcome Committee Report - Aileen Havel, Chair

Aileen provided an update on the newly reinstated Welcome Committee:

 - a) The committee was being developed to onboard new residents and improve community outreach.
 - b) Aileen was working on procuring refrigerator magnets with WECHA's contact information and developing a quarterly or biannual WECHA email newsletter.
 - c) The question was raised about the existence of a WECHA directory, and it was clarified that the board currently did not support a published directory.

- 7) Architectural Control Committee Report - Todd McDowall, Chair
 - a) Todd encouraged residents to seek approval for pending projects and assured them of a smooth process with quick responses.
 - b) The committee was in the process of learning about solar panels, developing a standardized board policy, and aiming to be cooperative with interested residents.

- 8) Open Forum

During the open forum, the following points were discussed:

 - a) A homeowner suggested changing the date for the annual meeting and proposed conducting a poll to determine preferred meeting dates. The matter was taken under advisement.
 - b) A question was raised about the number of reminders homeowners received when they were past due on their dues, and it was clarified that only one reminder is sent.
 - c) Capital maintenance was discussed, and it was noted that no major projects were anticipated, with trees identified as the biggest risk.

- 9) Meeting Adjournment

The meeting was adjourned at 7:17 PM.

These minutes were recorded by Jon Speich, Secretary, and will be reviewed and approved at the next annual meeting.