



Tuesday, February 18, 2025

Call to Order: 7:00 PM

**Guest Business / Attendees:**

- Reading Statement of Expectations
- Greeting of Guests & Recording information/comments

Name:	Address:	Comment(s):
Brian Chapman		Observing
Todd Keller		Observing

**Member Roll Call:**

Name:	Title:	Present	Absent
Steve Castle	President	X	
Westin Pigott	Vice President	X	
Dennis Ressler	Treasurer	X	
Ben Browning	Secretary	X	
Patrick Moyer	Director, Common Grounds		X
Karl Krukenberg	Director, Planning & Development	X	
Maggie Cordaro	Director, Social Events	X*	
Matt LaPaglia	Director, Technology		X
Richard Overfield	Director, Lakes and Dams	X	
Tiffany Liss	Director, Communications	X	
Emily Baker	Director At-Large		X
Jeffrey Yardley	Director At-Large	X	
Michael Kuehl	Director At-Large	X	

\* attended virtually

**Roll Call Results:**

10 of 13 Board Members present



- A Quorum was present? Yes

Name:	Title:	Present	Absent
Maureen Schriener	Property Manager	X	

**Old Business:**

**Property Manager Report - Maureen Schriener**

Complaints/Comments/Concerns

- 16 W. Greyhound Pass – question regarding camper parking 7-12 (close)
- 1105 Greyhound Pass – concerned call regarding property 2-10 (close)
- 14941 Admiral Way N. – replacement of a deck 2-7 (close)
- Snowplow damage on Pacer Ct. – Please call the city of Westfield 2-3 (close)
- 219 Admiral Way – truck parked in driveway and two tiers 1-29 (close)
- 1132 Greyhound Pass – rock moved at neighborhood entrance 1-30 (close)
- 103 Admiral Way – installing fence 1-24 (close)
- 14910 Amkey Ct. – long-term rental 1-22 (close)
- 14838 Victory Ct. – solar panels installation 1-21 (close)
- 415 Adios Ct. – replace siding 1-21 (close)
- 522 Worth Ct. – bus parked on street without plate or tags 1-15 (close)
- 1125 E. Greyhound Pass – yard maintenance (leaves) 12-5, 12-17 (lm) (open/spring)
- 553 Fox Ct. – Tree limb in lake 11-21 (spring/open)
- 14941 Adios Pass – tree limb in lake 12-5 (spring/open)
- Ben Browning – AT&T cell tower 146th and Oakridge. Trees were replaced around tower 9-22. Covers will be in 11-30. Email received from the City of Westfield 12-3 (open)

Clubhouse/Apartment/Maintenance - Rental Report – emailed to BOD

- Brightview came out and cleared snow from dumpster 1-16 (close)
- Two lights are out at the parking lot and replace four lights inside clubhouse Ermco 12-17, 1-5 (close). I fixed the light/fan at clubhouse (close)
- Spot cleaned carpet 2-5 (close)
- Ermco will give us a quote for electrical plugs at common ground 2-5 (open)
- Cleaned out kitchen cabinets 2-5 (close)
- Cleaned woman’s bathroom window 2-5 (close)
- Apartment dishwasher was replaced by tenant 2-1 (close)



### Common Ground

- Two fence quotes for 1000 Greyhound Pass 10-16. Meet w/Glidden Fence 11-22 and Bullseye 11-23 (open)

### Common Ground Recreation

- Picked up trash in common area and refilled dog waste bags 1-6 (close)
- Purchased new trash can for common area by playset 1-14 (close)

### Lakes & Dams

- Meeting with Kieron w/Brightview, Pat Moyer and Steve Castle regarding common ground on Greyhound Pass 2-14 (open)
- Received quote for survey on Greyhound Pass at lake. Approved to move forward Richard Overfield 2-10 (open)
- Meeting w/Rich Overfield and Brightview regarding boat ramp and riprap for budget 1-14 (open). Received riprap quote 2-5
- Meeting with Rich and Jacob with Hamilton Co. Soil and Water to see what we could do about lake erosion 12-5 (open)
- Private property signs will be installed spring 2025 (open)

### Snack Shack & Pool

- The board voted to go with Pyle's Pools for 2025 on 1-21. Pool contract signed and emailed to Pyle's 2-14 (close)
- John Pyle will call in a specialist to look at paint/pool 6-10 & 9-4 (open)
- Replace light bulb in pump room 11-14 (close)
- The final inspection report was sent, and I am working with Pyle's to close out the last few items. (light bulb replacement, key for maintenance room, put away lane lines, clean chemical area (close)

### Office Information – Welcome Packets

- 2 packets delivered

### OPEN ITEMS

- 2025 - paint and repair common ground fence
- We have 2 residents who have not paid their dues as of 1-24-25 (open)\$100 late payments have been sent out on June 28, 2024 (open)



- Richard Overfield – stone at Greyhound Pass and Adios Pass. Received quote from Brightview 2-5 (spring 2025)
- Pat Moyer – fence at 1000 Greyhound Pass (spring 2025)
- Emily Baker – tree in the lake. Will work on removing the tree in spring 2025
- Another tree across is in the lake in the same area Adios Pass side. Spring 2025
- Replace light timer at courts. Received quote (open)
- Apartment tub insert replacement (open)

### **New Business:**

- none
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### **BOARD MEMBER REPORTS:**

#### **Treasurer – Dennis Ressler**

- Motion made by Jeff Yardley to approve January monthly financials as presented by the Treasurer
    - 2<sup>nd</sup> – Karl Krukenburg
    - All in Favor – Aye
    - All Opposed - none
    - Motion Carries: Yes X No
  - **Blankemeier Legal Fee summary**
    - To date, (December 2024) the legal expenses in dealing with the lawsuit brought by Dan Blankemeier have cost the association \$24,850 of neighborhood funds since the threat of litigation was made.
  - Motion made by Westin Pigott to approve the 2025-2026 budget as presented, including additional Capital expenditure of at least \$5,000 earmarked for the 1000 E Greyhound Pass project as required per requirements of the City of Westfield Neighborhood Vibrancy Grant program. The Operating Budget includes an increase of \$50 per Home for the Budget Year along with other Revenue Adjustments. The Operating Budget results in Budgeted Operating Net Income of \$58,054 (\$113,674 excluding Depreciation Expense) along with Capital spend of \$46,500.
    - 2<sup>nd</sup> – Steve Castle
    - All in Favor – Aye
    - All Opposed - none
    - Motion Carries: Yes X No
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**Secretary – Ben Browning**

- Motion made via email by Ben Browning on January 28, 2025 to approve the Board meeting minutes from the January meeting as presented by the Secretary.

The following board members voted in favor of the motion:

1. Steve Castle
  2. Pat Moyer
  3. Rich Overfield
  4. Maggie Cordaro
  5. Tiffany Liss
  6. Dennis Ressler
  7. Mike Kuehl
- 8 Affirmative votes were cast out of the 13-member board, therefore the motion carries to approve the meeting minutes from the November meeting.

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**Director, Planning and Development - Karl Krukenberg**

- Neighborhood Vibrancy Grant – discussion was held regarding what information is needed to complete the online form application as well as how to structure the application to best represent how this project will be a positive addition to our neighborhood and to Westfield residents who travel along Greyhound Pass.
  - Motion made by Westin Pigott to commit at least \$5,000 toward the landscaping and beautification project of 1000 E Greyhound Pass contingent upon award of the Westfield Neighborhood Community Vibrancy Grant.
  - 2<sup>nd</sup> – Ben Browning
  - All in Favor – Aye
  - All Opposed - none
  - Motion Carries: Yes X No
- 161st & Spring Mill is getting a roundabout beginning in the spring and will require a 90-day closure.
- East of Oak Ridge (not Greyhound Pass), Citation, Count Fleet, Stars Pride, Goodtime – captures the oldest and worst condition curbs in the neighborhood. Rest of the Western part of the neighborhood will be repaved in 2026.

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**Director, Technology – Matt LaPaglia**

- Absent – No Report

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**Director, Communications – Tiffany Liss**



- The committee has heard presentations from several HOA software companies to learn about their platforms.
- Intuit owns both QuickBooks and MailChimp and the 2 programs “talk” to each other. Dennis will investigate and talk to a salesperson to learn about QuickBooks to confirm the program will meet the functionality needs of the HOA.

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**Director, Social Events** – Maggie Cordaro

- Easter Event
  - Sat, April 19 from 10-11 am
  - Easter bunny contract signed and deposit made
  - Sign Up Genius is full
- Will meet with Ashley Fritts in March to discuss Director role

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**Director, Common Grounds** – Patrick Moyer

- Absent – no report

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**Director, Lakes & Dams** – Rich Overfield

- Riprap maintenance will be \$3,000, which has been allocated for the 2025-2026 budget
- Discussion was held regarding land ownership and location of property boundaries in the area of the culverts under Greyhound Pass between the lower and middle lakes. A quote for ~\$1,800 was received. After lengthy discussion it was decided to not proceed with survey at this time. Maureen to reach out to homeowners adjacent to this property to see if they can provide the plats for their lots. This information may help inform the HOA’s property boundaries in the area.
- Dredging the cove at the clubhouse appears to be complex and expensive – waiting until more information can be obtained before allocating any money

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**Vice President** – Westin Pigott

- No report

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**President** – Steve Castle

- Follow-up - Create an Annual Report with information from each area Director and the Property Manager. Board members can expect a template from Steve in the next week. He asks each Director to provide information about their area of responsibility that can include: projects brought forward from the past, ongoing projects, projects completed, expectations for the future, etc. Expecting a May/June completion.
- Follow-up with effort to outline and define each Director responsibilities to be used for new Board member orientation. (digital handbook/manual).
- Discussion was held regarding possibly moving to a digital pool registration. The decision was made to use the paper system of pool cards that has been used the last few years.



- Discussion of history with drainage issues within The Village Farms. Board / VF responsibility to residents. It was agreed there is no liability to the HOA and that Board members should direct residents to seek information or answers from the City of Westfield or Hamilton County Surveyor's office.
- Discussion was held regarding implementing a written contract between the HOA and The Village Farms Property Manager, Maureen Schriner.
  - The following is language contained in an opinion from our legal counsel at KSN, Susan McGinty: ***"Written contracts provide clear guidance as to the scope of work and payment, it clearly defines the relationship between the Association and the PM, and it provides the authority of the PM to act on behalf of the Association... I do think in the long run, the Association, and Maureen, would be better served with a written contract. It can be annual or span a couple of years, be renewable, provide the terms of notice for termination, etc."***
  - On February 7, 2025, Dennis R. and Steve C. met with Maureen to complete the Property Manager's Performance Review. Based on that review Steve recommends that the Board take action to continue the verbal agreement that has been in effect with Maureen for more than 20 years.
  - After discussion, the board agreed to begin writing a contract which will be placed into effect between the HOA and the Property Manager. The intent is to have the contract ready for the start of the next fiscal year in April.

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**Directors at Large:**

- Nothing to report

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**New Business (including BOD Discussion of guest topics)**

- none

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**Motion to Adjourn:**

Motion to Adjourn made by Rich Overfield

2<sup>nd</sup> – Westin Pigott

All in Favor – Aye

All Opposed - none

Motion Carries: Yes X No

Meeting adjourned at 9:13 PM



Officer Signature	<i>Benjamin Browning</i>	Benjamin Browning (Secretary)
President Signature	<i>Steve Castle</i>	Steve Castle