

Wildwood Homes, Inc. Follow-Up/Action Item Report

To: Wildwood Homes Board of Directors
 From: Julie Schaefer, Community Manager
 Date: 1/16/19
 Subject: Recap of the 1/15/19 Board of Directors Meeting
 Board Present: Tim Lord, Kent Schwob, Anita Simmons
 Board Absent: None
 Attendees: Julie Schaefer, CASI CAM; Jeremy Madriz, Wildwood Courtesy Officer
 Homeowners: None
 Called to Order: 7:08 p.m. (Security discussion before call to order, started at 6:30 PM)
 Adjourned: 7:36 PM p.m.

ACTION ITEM/ASSOCIATED NOTES	RESPONSIBLE PARTY AND NOTES/COMMENTS	STATUS
1. Action Item Report/Recap was approved unanimously in lieu of Minutes for the previous meeting. Agent will file in community records.	Julie Schaefer	Done
2. Jeremy provided the monthly security report. Issue with cell phone stolen by children, IMPD responded. Children were residents of neighboring apartments. One emergency ambulance run on Wildwood Ct. Parking issues are being addressed as needed.	N/A - Informational	N/A
3. Open item from previous month regarding tree root growing through patio crack, pending inspection in better weather.	Julie Schaefer (Keeping open)	Pending
4. Reach out to Flock for additional training resources. Grant access for Jeremy and Jason (owner level access).	The Board reviewed the new Flock Safety camera operation and general functions. Signage: "This neighborhood under video surveillance"	Done
5. The December 2019 Financial Statement was not yet available from Associa Accounting. Agent will share the statement with the Board as soon as it is available for review.	Julie Schaefer	Pending
6. Share proposal for replacement of clubhouse flooring once available.	Tim Lord *Tim met with Susan 1/14 for	Pending

	measurements to clubhouse to process estimate. Tim expects to receive estimate soon.	
7. The Board discussed updates on possible Capital Projects for 2020. Item of specific interest are as following: Clubhouse flooring Mudjacking* Concrete* Asphalt/Marking (Received from Otto's) Replace siding one building (AOC & Rocklane) Additional shed replacements (AOC) Gutter guards (Leaf Guard Brand & additional option request to AOC) Renovations to trash sheds/enclosures – repairs to damaged posts, repairs in general (plastic inserts to hide the areas, wheels on gates).*	Julie Schaefer *Requests sent to CASI Bid Manager	Done
8. The Board discussed meeting date for May 2020 which will need rescheduled, the Board will revisit in March.	Julie Schaefer	Pending
9. The Board discussed estimate for pothole patching on Oakwood Trail and Georgetown Rd Side – approved unanimously, Otto's parking marking. Agent to send signed agreement.	Julie Schaefer	Done
10. The Board discussed a recent inquiry/article concerning installation of exterior 5G internet service and how that is being addressed as the installation for some carriers must be completed on the exterior of the home. Also any impact this could have on the Flock camera system. Agent will inquire as to any regulation similar to that of the enacted by the FCC regarding satellite dish installations.	Julie Schaefer *Inquiry sent *Update requested 1/16	*Done
11. Mail annual meeting notice. Contact Kent with info one week in advance	The Board review the 2020 Annual Meeting Notice, approved as submitted. Agent will process for mailing and reach out to owners who may be willing to return a proxy. Julie Schaefer/Admin Team	Done
12. Board discussed obtaining a regular maintenance contract or the clubhouse	Julie Schaefer *Awaiting updates from bid manager	Pending

HVAC.	Marine Clean has agreed to change the furnace filter monthly during cleaning services. Agent will inquire again regarding possible routine inspection services.	
13. Development of a Wildwood Handbook was discussed further, Tim Lord provided updates to the draft. All will review for suggestions, etc. and continued discussion at upcoming meetings.	ALL	Ongoing
14. Next Board Meeting: Annual Meeting February 19, 2020, 6:30 PM	ALL	Ongoing

Board of Directors

Date

