

**Treehouse Village
Board of Directors Meeting
The Depot in Oconomowoc, WI
May 10th, 2014**

Present: Jack Malin, George Hunter, Sue Bednar, Jim Chesemore and Dave Sheets.

Absent: Eric Lucht, David Clark, Sharon Casey

The meeting was **Called to Order** at 9:31 am by George.

George asked if there were any changes or revisions to the **Minutes** of the Dec 13th (PM) 2013 meeting. Jim made a motion to accept as written. Sue 2nd. Passed Unanimously.

George went over the information provided by David Clark. It was in reference to the 1st Qtr Financial reports from Betsy. There was discussion about several items, notably the utility budget (which is over budget-due to extreme winter). Dave made a motion to accept the **Treasurers Reports** as written. Jack 2nd. Passed unanimously.

A suggestion by the auditor is to initiate a "Bad Debt Reserve" fund. Dave made a motion to have David C instruct Betsy to add this to our spreadsheet. Jim 2nd Passed unanimously.

George had connected with Sharon via his speaker phone and he requested she provide the board with her **Management Report**. Some items she discussed:

Jeremiah and Chuck have made repairs as follows:

- The linoleum in #203 was able to be lifted and subfloor screwed to joists and the flooring replaced. #201 is in worse shape and needs to be replaced. Dave made a motion to have Jeremiah purchase linoleum similar to foyer for repair in #201. Jim 2nd. Passed unanimously (funds from B&G Reserve).
- The remaining lower level chairs were installed after shut-down.
- The water heater elements were replaced in #???.
- Jeremiah cleaned out and insulated the pump houses.
- He also power washed all the deck furniture + cleaned/repaired the grills.
- He is presently caulking the center beams.
- The R&R Committee had concerns about stove top in #210. (During a break...Sharon talked with Jeremiah and advised he tightened the handle on oven door and determined the 'drip-pans' that were installed were the incorrect ones. He has replaced and stove top is "fine".
- The dishwasher in #204 is very loud. The board approved a replacement (requested Sharon purchase as if it was for her home).
- Sharon stated there have been several complaints about the pots/pans. After some discussion, it was determined there is ~\$3800 in F&A Reserve Fund. Sue made a motion to give Sharon the authority to purchase pots/pans.....wisely. Jim 2nd. Passed unanimously.

The next item for discussion was **Maintenance**: Several weeks ago, Jeremiah was asked to prepare a 'wish list'. The key items are:

- There needs to a storage area for the deck furniture during the winter. Storing this in garage reduces the ability to work on any equipment. The board will investigate some options and get back to Jeremiah.
- The large tree near #201 seems to have dead branches (a service should be called, once the tree leaves out). Another tree near #204 can be removed by staff members.
- 6 new life jackets have been purchased. The board decided to store them in the garage and have a 'check-out' policy for boaters who need them. A 'sign-out' sheet might work.

Treehouse Village
Board of Directors Meeting
The Depot in Oconomowoc, WI
May 10th, 2014
Page two.

- A single quote from *Gene's Painting* for the repair/staining of the decks has been submitted. It was: \$125/supplies to repair \$90/power wash \$1000/labor/stain = \$1215 per unit. The quote did indicate that if more boards/supplies were needed it would increase price and if less was needed it would lower price. Jeremiah has suggested he (and a crew) could accomplish this task. The board is concerned it will be too much work/hours, with all the other responsibilities he has. Jim requested another quote or two. The occupants must be advised they may be required to use the basement entry for 24 hours or so.....but this will **NOT** happen on change-over day.
- During Jeremiah's cleaning of the garage, he located a box of window parts/supplies. He will determine if they are usable.

On another topic, the Fitness Center pool has some kind of leak between pump and pool (tile is broken/dropped). The heater(s) are not commercial grade.

The insurance policy/coverage was an item requested by the auditor. Sharon will make a copy of present policy and forward to Jim. He will review and report to the board.

Before our break for lunch, George wanted to express the Board's sincere appreciation to Sharon, Penny, Jeremiah, Chuck and Terry for the **OUTSTANDING** performance they have all exhibited. There have been numerous comments from occupants about the cleanliness of the units and the grounds. THANKS!!!!!!!

There was a discussion about the possibility of an increase in fees for 2015, to rebuild the reserve fund(s). No set figure was calculated, but the Finance Committee will consider this in October.

George has spoken with David Clark about his duties as Treasurer. With David's new position in Superior, WI, he has less time to spend on THV financials. The board wants to keep David's expertise on the Board. There was talk of adding another person to the Board, to augment this position. It might be presented that another person do the 'routine' treasurer's items and David continue as 1st Treasurer and the other be 2nd Treasurer. The bylaws were researched and found we could add 2 people to the Board. The board would appoint them for a specific period of time and they would then be up for election. Dave made a motion to increase the Board by 2 members (total of 9). Jack 2nd. Passed unanimously. Sharon will research the bios from the 2013 election to see if there is a qualified person.

Sharon asked what the Fixed weeks should sell for? It was suggested she start at \$1,000/each.

Rental fees was the next topic. Derby Week, Pond Hockey, Klondike Days, Fall Colors, etc should all have the same fee(s).

There is one 'master' owners list.....at Betsy's. Sharon said Penny has been working on updating our email file with current addresses. Jim stated the best way to communicate with owners on a regular basis....is via email. Once this list is done, it should be determined how accurate it is and then how do we solicit the email for the rest of our owners. (Total ~260)

Sharon was quizzed about the response to our 'security deposit' initiated January 1st, 2014. She said there were only 1-2 people that had a problem with it.

Page Three, Please.

Treehouse Village
Board of Directors Meeting
The Depot in Oconomowoc, WI
May 10th, 2014
Page three,

Sharon also stated that if an owner wanted an extra day or two, she had been able to move people and accommodate most of the requests, **IF** the people were flexible to which unit they occupied. This provides extra income for THV.

The 'extra-person' daily rate will remain the same: \$5/each person.

The condition of the windows was discussed. The board would like Jeremiah to obtain several quotes for windows. It suggested he get 3 for each unit:

All Windows (upper and lower)

Just upper windows

Just lower windows

The company/person quoting should understand we may do 1 unit or several at a time, depending on price and funds available. This may be a 2-3 year project. And the opportune time to install might be the shut-down period. The board needs this information by September 1st.

George has had some discussion with Ms. Hay-Doxtater about her past-due amount. There was a misunderstanding about the 2014 fee. She sent in \$1200 which she thought paid the 2014 amount. The board agreed to write-off her 2014 fee. (George will advise Betsy of the Board's decision)

The auditor also recommended we establish a policy of expensing items that do not exceed \$500.00. George had several documents to substantiate this request. Jim made motion to instruct Betsy to begin this practice as soon as possible. Sue 2nd. Passed Unanimously.

With no further topics or items, Jim made a motion to Adjourn at 1:43pm. 2nd by Jack Passed unanimously.