

**Minutes of the 2018 Annual Meeting**  
**Of the Shareholders of**  
**The Wawasee Spink Condominium Homeowners Association**  
**Held on June 2, 2018**

The Annual Meeting of the Shareholders of the Wawasee Spink Condominium Owners Association was held in the Commons Area on June 2, 2018 at 9:00 a.m. The meeting was called pursuant to a previously agreed upon date by the President of the Association. These minutes reflect that the required written and e-mail notice normally given to all shareholders was not sent out, attributable to a handoff of duties of the Secretary of the Board. This will be remedied in the future. Directors present were as follows: Bill McCabe, Lee Theis, and Lisa Hill. Steve Brody and Don Ratliff were unable to attend the meeting. Also attending the meeting was Jim Beck.

The President of the Association, Bill McCabe, served as Chairman of the meeting and welcomed new Homeowners. Chairman McCabe called the meeting to order and thanked everyone for coming.

Chairman McCabe reported that the Homeowners present and having provided proxies represented a majority and quorum was established of all the Units entitled to vote at this meeting. With that the meeting legally proceeded with its business. A copy of the Agenda is attached to these minutes and incorporated by reference. Upon motion by Lisa Hill and seconded by Lee Theis, the Agenda was unanimously approved.

**RECORD OF PROCEEDING AND MINUTES:**

Chairman McCabe designated that he will have the meeting minutes taken, will have the minutes prepared and will keep a record of the meeting minutes together with attachments. It is noted that the original copies of the minutes will be kept in the "WSCA" Minute Book" and are available upon request. They are also posted on the website ([www.wawaseespink.com](http://www.wawaseespink.com)). Steve Brody, the Secretary of the Association, will sign the minutes of this meeting.

**APPROVAL OF MINUTES:**

Chairman McCabe called upon Lee Theis to present the report concerning the minutes and proceedings of the 2017 Fall Semi-Annual Meeting. Mr. Theis reported that copies of the minutes had been previously been e-mailed to each of the Directors and were posted to the website for all Homeowners to read. Upon motion by Lee Theis and seconded by Lisa Hill the minutes were unanimously approved.

**TREASURER'S REPORT INCLUDING 2018-2019 BUDGET:**

Chairman McCabe requested that the Treasurer's report and related financial reports. The Wawasee Spink 2018 Treasurer's Report, Balance Sheet and Profit and Loss Statements as of April 30, 2018 were previously submitted to all Board members. In Mr. Ratliff's absence, Mr. Theis reviewed the financial statements, balances in the General Fund and Reserve Account, and the 2018 budget, noting that assessments are generating more income; the move to Link Accounting has reduced Administration and Professional Fees; the payments under the Property Manager contract increased effective January, 2018; the Buildings figure includes structural repairs on south end of building (112); Grounds includes tree replacement and tennis court rehab; and YTD utility expense is running 24% higher than previous years (historically this has been due to commons hall heat management). Copies of the Financial Statements will be incorporated into these minutes and made a part of same by reference. It was noted that copies of the Financial Statements are always on file and can be obtained with a call to Mr. McCabe. Homeowners were reminded that the 4<sup>th</sup> annual installment (\$2,000 per Unit) of the 5 year special assessment is due by June 30. All Homeowners were also asked to remit any delinquent payments on their Unit(s), including quarterly payments or charges for additional slips or PWC spaces.

Upon motion by Lee Theis and second by Lisa Hill, the Financial Reports were unanimously approved and the following resolutions declared and unanimously approved:

**RESOLVED:** That the financial statements and reports presented at this meeting by the Board of Directors are approved, confirmed and ratified.

**RESOLVED:** That a minimum of 10% of the monthly unit assessment shall continue to be allocated to the "Capital Reserve" replacement fund in accordance with the applicable provisions of the Indiana Horizontal (Condominium) Act.

**RESOLVED:** That the members of the Wawasee Spink Homeowners Association approve, accept and ratify the budget for the 2018-2019 season.

### **RATIFICATION RESOLUTION:**

Chairman McCabe asked for a motion concerning ratification of certain acts, decisions, expenditures and activities of the Officers of the Association since the last Annual Meeting held in 2017. Upon motion made by Lee Theis and seconded by Lisa Hill, the following resolution was unanimously approved by all members voting in person or by proxy.

**RESOLVED:** That all purchases, contracts, compensations, acts, decisions, proceedings, elections, expenditures paid or approved, capital investments made, repairs made and appointments by the Directors and Officers since August, 2017, and all budget matters approved by the Board and Budget Committee for the year 2018-2019 be, and the same are, hereby accepted, approved and ratified by the members of the Wawasee Spink Condominium Homeowners Association.

### **DISCUSSION OF PENDING MATTERS/PROPERTY MANAGER REPORT:**

At Chairman McCabe's request, Jim Beck reported on the following:

#### **Old Business:**

- Window washing (upper two levels) is going to be pushed out a month or so next year, after the Mayfly hatch.
- The tree removal project has been completed, with 71 trees removed over the past four years. Plans are to repopulate with 10-15 new trees this fall and again in fall of 2019.
- Garage area asphalt was sealed in October.
- The garage trim project is now complete.
- Website is up to date, have a lot of vintage pictures and would like to add a history page.
- Foundation repair was done over the winter (capital expense).
- Structural repair was done on outside wall header in front of Unit 112.

#### **New Business:**

- PWC in/out service being considered.
- Continuing to explore options for painting the perimeter fence.
- Looking at options for old stone wall rehab.

- Discussed new contractor access program. Any new contractor for that season will get their own code to access only a few doors, then that code will be deleted when their construction is finished.

In another item of New Business, Jim Cox made a presentation regarding the potential upgrading of the pool area. While more analysis and cost determination lie ahead, the initial reaction was positive. We hope to have more detail to discuss at the Fall meeting.

Following discussion regarding the PWC in/out service, including a PWC owners' straw poll indicating strong support for such a service, Chairman McCabe asked for a motion that PWC space cost for 2019 will be \$175 inclusive of installation and removal of the lift from the seawall. Upon motion made by Lee Theis and seconded by Lisa Hill, the following resolution was unanimously approved.

**RESOLVED:** That the 2019 cost for each PWC space will be \$175, inclusive of installation and removal of the lift from the seawall.

#### **COMMITTEE REPORTS:**

***Social Committee (June Miller):*** Thirsty Thursdays have begun on Sunset Hill, or in the Commons in the event of inclement weather. June showed Homeowners the two new glass bottles, plastic bottle and aluminum can containers that she purchased to put on Sunset Hill and at the pool. She also discussed the week of July 4<sup>th</sup>, with our participation in the Flotilla activity as Superheroes and the Ice Cream Social after the Flotilla leaves our pier. June also said that the Progressive Dinner would likely be scheduled on a Saturday evening in August, and that it would be great if new residents hosted at least one of the courses to show off their remodeling.

***Grounds/Beautification (Jim Beck):*** Next up is to work/clean up the hillside at Sunset Hill. Since the renovation of the tennis court was approved, we budgeted a few dollars to redo the landscaping around the tennis court and tear out the old shrubs. Also, if Jim can find a reasonable offer to clean up the stone walls on each side of the property, he'd like to squeeze that in for fear of losing the walls to corrosion.

***Building/Pier (Jim Beck):*** Nothing in addition to what has already been reported.

***Insurance (Steve Brody):*** Current one year policy runs through October. Steve Brody will start working on quote(s) for the new year in September.

***Rules/Remodeling (Lee Theis):*** Lee led a brief review of the rules and regulations. An email was sent to all Homeowners emphasizing adherence to rules concerning pets. Emphasis will be placed on leashing of dogs, using the lawn area by the tennis courts (and not the lakeside area) for walking of dogs, and stressing the need to pick up and properly dispose of dog feces. Other areas of particular emphasis include no fireworks on condo grounds; proper parking of personal vehicles in garage courtyard areas and the parking lot; and the need for Homeowners to be responsible for the actions of their guests.

**UPDATE OF UNITS FOR SALE:**

Chairman McCabe reported that there are two condos listed for sale: Ratliff Unit 202 for \$549,900 and Green Unit 306 for \$479,900.

**ANNUAL ELECTION OF ASSOCIATION BOARD OF DIRECTORS:**

Chairman McCabe indicated the next order of business was the election of Officers. The membership shall elect five Homeowners who will serve as Directors of the Association for 2018-2019, or until their successors can be duly qualified. It was noted that the Bylaws state that to qualify as a director, one must be a title holder of a Unit, and only one owner per Unit can serve on the Board at any one time.

Vice President Lee Theis then stated that Homeowners are entitled to vote and according to the Bylaws must be titleholder of a Unit and can only cast one vote per Unit owned. Chairman McCabe listed the nominations as Steve Brody, Lisa Hill, Bill McCabe, Don Ratliff and Lee Theis. Members present in person or by proxy are entitled to vote. Chairman McCabe stated that there were no other nominations except for the present Board members. Each current Board member expressed a willingness to continue to serve.

Vice President Lee Theis moved that the nominees be elected and serve a one year term, running to the 2019 annual meeting. This was seconded by Lisa Hill. The motion was unanimously approved by all members voting in person.

Chairman McCabe then stated that the Board of Directors would meet immediately following the close of this meeting.

**SETTING OF FUTURE MEETING**

It was determined that the Fall Board of Directors Meeting will be held Saturday, September 8 at 9:00 AM in the Commons Area. PLEASE NOTE: DUE TO INABILITY TO HAVE A QUORUM ON SEPTEMBER 8, HOMEOWNERS WERE SUBSEQUENTLY NOTIFIED THAT THE FALL MEETING WILL BE HELD ON SEPTEMBER 1, 2018 AT 9:00 AM IN THE COMMONS AREA. While this is a Board meeting, all Homeowners are welcomed to attend.

**ADJOURNMENT OF MEETING**

There being no further business to come before the Board, the meeting was unanimously adjourned, sine die, at 10:00 am.

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Steve Brody, Secretary of the Board of Directors  
Wawasee Spink Condominium Homeowners Association

Reminder: All dues, assessments and other payments are to be sent to WSCA, c/o Link Accounting, P.O. Box 295, North Webster, IN 46555