

SOCA Board of Directors Meeting

(Offices of Kohlman Management Property, LLC-Sauk City, WI)

Sunday, May 1, 2011 9:00 a.m.

Call to Order

Verlyn Erickson called to order the regular meeting of the **SOCA Board of Directors** at **9:01 a.m** on **May 1, 2011**, in **Sauk City, WI**.

Present: Verlyn Erickson, Jerry Hoff, Kris Kohlman, Jamie Sloan, Randy Stearns, Harry Knoblauch

Guests: **Tim McCumber, Ann Veron, Phil Baskey**

Introduction of Guests

- 1) **Ann Veron**, Senior Director for Resort Operations & managing agent for World Wide Vacations. World Wide currently runs six vacation properties in Summer Oaks which have undergone extensive renovations over the past year. SOCA is currently reimbursing World Wide for its portion of the renovations and as expressed, all is well.
- 2) **Phil Baskey**, the new representative from the World Wide Board acting as liaison to Tim McCumber.
- 3) **Tim McCumber**, Representative for World Wide, currently living in Summer Oaks

Secretary's Report

- 1) **Prior Minutes:** **Verlyn Erickson** presented the minutes from the January 9, 2011 meeting.
- 2) **Jerry Hoff** motioned to approve the minutes as read and **Harry Knoblach** seconded the motion. The motion carried.
- 3) **Action Items:** Will be addressed as appropriate throughout the meeting

President's Report

- 1) Verlyn requested that board officers come to meetings with their reports prepared.
- 2) **Piers**
 - a. After reviewing feedback from residents, SOCA applied for 33 piers, or 66 spaces. Verlyn checked the status of our request and discovered that this issue is delayed at the DNR by at least a month, so we have received no answer from them as of this time.
 - b. Pier removal and reinstallation is currently paid for by all residents using this service at the October Association Annual Meeting. Discussion took place as to whether or not this is an effective process and how much of this should be the owner's responsibility rather than SOCA's. For now, we will continue with this practice as it is, but may need to revisit this issue in the future.
- 3) **Recreational Easement for Cove's Court-** We have been discussing with our attorney the details of the recreational easement that was granted to these residents, and whether or not it is or should be included in their property deeds. There was also some question as to how often the fees are to be paid and what penalties are incurred for late payment. We need to clarify how this will be enforced in the future.

4) **Vacancy in Secretary Position-** We will need to fill this board vacancy due to Robin Streng's resignation. The board is looking for a qualified person to fill this position as soon as possible. Suggestions will be appreciated.

5) **Action Items-**none

Treasurer's Report-Jerry Hoff

- 1) Jerry referred to the *SOCA March Financial Comments* that was given to the board members in attendance (**see attached**). He noted that it contained a few mistakes.
- 2) The building #3 renovations are already over budget by about \$1800 and are not yet complete. We are currently going into our reserves by about \$15,000 for this project as well as other over budget items such as snow removal.
- 3) SOCA is currently in good shape financially, but we may need to watch what we do this year so that we maintain a healthy reserve.

Property Manager's Report-Kris Kohlman

- 1) **Tree maintenance-** Light cutting and trimming was done and some bushes and dead trees were removed near buildings 8 and 9 and building 1. The bushes near building 5 are choking the poolside front door, but they will be best left for clean-up day. Herman landscaping is continuing with the lakeshore buckthorn removal and chemical treatment.
- 2) **Tennis court maintenance-**The electrical line supplying power to the tennis court lighting was recently upgraded. The power is currently supplied through building 3, and this is something that should be addressed in the future, as there should be an independent line for the tennis courts. Center straps were added to the nets to make them official height. The poles will be painted as a clean-up day project.
- 3) **Pool cleanup-**Begins May 4th.
- 4) **Building #3 renovations-**Contractors are requesting additional funds for work already completed. The contractors have already received 1/3 of the entire amount to begin work, as per their contract. After some discussion, it was decided that all parties will abide by the terms of the original contract, with final payment issued when all work is complete and has been inspected by Kris and/or Mike Alessi.
- 5) **Building #3 concerns-** The recent work on building #3 revealed that there are some problems with the insulation and venting of bathroom exhaust fans. It is recommended that the bathroom exhaust fans be properly vented and that insulation be added to the attics to reduce cold spots. This will require the work of an additional contractor for an additional cost not currently budgeted. It was determined that this work is to be performed on common elements and is therefore the responsibility of SOCA. Jerry Hoff moved that this work be done as proposed and Jamie seconded the motion. The motion carried unanimously.
- 6) **Fence repair/replacement-**The cedar fencing near the well housings is in very poor condition and could become a major liability issue. This issue has come up before but there has been no action up to now. After discussion, it was determined that Kris will work with Matt (handyman) to get cost estimates and will submit those for acceptance via e-mail. We will go from there in getting this situation taken care of.
- 7) **Spring cleanup-**Mulch will be delivered to various areas on Friday, May 27th for use on Saturday. Powerwashing of stairs and walkways on buildings 8 and 9 and cutting out overgrown bushes will be priorities. It might be a good idea to rent a commercial

power washer or see if Mike Alessi can bring one. The siding is also in need of mildew removal, but this might present safety concerns for our volunteers. We may make an attempt at this on clean-up day, but if it seems too dangerous, we may need to hire the cleaning of the siding out to professionals. Jeff Monson of Herman Landscaping has been asked to come up with ideas for the sides of buildings 8 and 9 once the bushes have been removed.

- 8) **Landscaping evaluation**-Kris commented on the need to evaluate SOCA's landscaping issues as a whole after spring clean-up day to decide what will continue to be maintained and what should be pulled/replaced to eliminate constant upkeep. Mike and Jerry will work with Kris on this project after clean-up day.

By-laws Committee-no report

Buildings and Grounds Committee - Mike Alessi was not in attendance, and did not leave a report.

- 1) **Building 3**-Renovations were revisited. Jamie asked about the plans for the decks. The contractors will remove the wooden deck facades and replace with Smartboard Siding.
- 2) **Building and grounds 2011 projects**-There is an ongoing need to repair/replace the stairs and walkways leading to the lake for buildings 8 and 9. Kris believes this presents liability issues for the future if not addressed. We will need to replace segments of these walkways on an as-needed basis and over a 3-5 year time frame. The bridges leading from the parking lots are also in need of attention. Perhaps replacing them with artificial wood decking would be a better approach for the long term.
- 3) **Shoreline update**-Jerry has spoken to the people who planted the 200 bushes along the shoreline in 2009. It appears that there has not been a great survival rate. They will conduct a mortality survey and decide what to do based upon the results.
- 4) **Action items**- None

Old Business-None

New Business

- 1) **Maggie Sloan Memorial**-Jamie would like to build a gazebo or similar structure over the cement well housing on the point in memory of his infant daughter who recently passed away. There will need to be some investigation as to what can be done and what permits, etc. would be required. Jamie will have some plans together for the next meeting.
- 2) **Late Fee Policy**- Discussion took place as to the current policy. Kris enforces the fines for late payment. Should there be some exceptions to the late fee payment if there are extenuating circumstances? Kris believes that allowing some exceptions could create more problems as issues of fairness could come up. Everyone agreed that there could be some leniency at the board's discretion for unusual circumstances.
- 3) **Badger Water Project**-The DNR has posted a feasibility study and it will likely be approved. If it remains on track, they will probably break ground on the administrative buildings in spring of 2012. Badger will push for 100% well abandonment and there may be some funds for reimbursement of our costs for the back-up well. This is still in the developing stages. Tim McCumber stated that there are funds available for this purpose.

4) E-mail communication with SOCA residents- Verlyn would like to consider doing away with hard copies of meeting minutes, agendas, etc. This could save money over time. Verlyn will put something together that will address this possibility for the next meeting.

Next Meeting

July 31, 2011 9:00 a.m. at the office of Kohlman Property Management

Adjournment

A motion to adjourn the meeting was made by Jerry Hoff and seconded by Jamie Sloan. The motion carried.

The meeting was adjourned at 11:20.

Minutes submitted by Randy Stearns