



PHEASANT POINT I HOMEOWNERS ASSOCIATION (“PP1HOA”)

Annual Meeting

A G E N D A

Wednesday, January 17th, 2024 @ 6:30 p.m.
Town of Middleton Hall

Board of Directors (“Directors” or “Board”):

- a. Craig J. Klaas
- b. Deneen Wellik
- c. Melissa Thomley

Officers

- a. **President:** Craig J. (C.J.) Klaas
- b. **Vice-President:** Deneen Wellik
- c. **Secretary:** Mary Whitcomb
- d. **Treasurer:** Deneen Wellik

Committees

1. **Architectural Control Committee (“ACC”)(Created in Article XIV of Bylaws)**
 - a. Sonali Ray
 - b. Dale Egeberg
 - c. Mary Ozers
2. **Parks Committee (“PC”)(Created by need and not as a requirement of the Bylaws)**
 - a. Mike Schubert
 - b. Brian Arndt
3. **Mailbox Committee (“MC”)(Created by need and not as a requirement of the Bylaws)**
 - a. Mike Schubert
 - b. Craig J. (C.J.) Klaas

1. Call meeting to order

2. President’s address

As outlined in Bylaws & Covenants & Restrictions...

- purpose of HOA, number of lots/members, definition of “quorum” (51%) for transaction of business, powers & duties of directors elected by members, powers & duties of officers elected by directors, importance of annual budget and inability of board to spend more than \$1,000 in excess of budget without member approval, reminder of reference to “current roster”, or amendment of Bylaws requires 67% agreement of the lots, plat map & outlot 2 photos.
- PLEASE READ the Covenants & Restrictions available on our website: bit.ly/pheasantpoint
- Electronic access to core PP1HOA documents and information (ex: Covenants and Restrictions, Bylaws, Amendments, Meeting minutes, Newsletters, Mailboxes, etc.) (bit.ly/pheasantpoint)

- We live in an AMAZING neighborhood and we hope the PP1HOA can play a small part in keeping it that way.
- The PP1HOA Directors and Officers follow a “Parliamentary Procedure” for running our annual meetings, which are then governed by “Robert’s Rules of Order” which include “Main Motions” requiring a 2nd, with a vote thereafter.

3. Roll of Lot Owners

Certify Proxies

Verify Quorum

4. Approval of Minutes From 2023 Meeting.

5. Treasurer’s Report (Deneen Wellik)

- Balance of Accounts (As of 1/1/2024:)
 - Pond Account: \$15,895.42 (Was \$13,800 1 year ago)(\$15k in 4 Month CD)
 - General Account: \$14,480.61 (Was \$14,273.76 1 year ago).
- We spent \$748 less than we had approved in our 2023 budget. However, we still overspent our annual HOA dues income by \$402 which means we pulled from our excess reserves to meet our expenses for the year. This was planned.
- Explain Long-Term Pond Fund
- Explain how dues were raised from 2021 to 2022 from \$220/lot owner to \$240/lot owner.
 - We do not plan to raise dues again in 2024, but we may start implementing an annual inflation adjustment to dues in the future.
- Zelle and Venmo will be approved dues payment options for 2024 as part of invoices after the annual meeting (in addition to the traditional check payment option).

6. Secretary’s Report (Mary Whitcomb)

- New PP1HOA directory available. (aka: “Current Roster” as stated in Bylaws)
 - Any interest in forming block captains?
- Annual newsletter delivered via Facebook and/or email.
 - Anyone interested in taking on the role of “editor”?
- New Facebook page for PPHOA and PP1HOA. Contact me to become a member.
- Reminder: Electronic access to core PP1HOA documents and information (ex: Covenants and Restrictions, Bylaws, Amendments, Meeting minutes, Newsletters, Mailboxes, etc.) (bit.ly/pheasantpoint)

7. Committee Reports

a. Parks Committee (“PC”) Report (Mike Schubert & Brian Arndt)

- HOA workday scheduled for Saturday, May 4th 2024. Bad weather back-up date is 5/11/2024.
 - Who is interested in participating?
 - What are we doing?
 - Replacing any plants that won’t survive
 - Adding flowering plants
 - Painting street name posts
- 2024 Consideration & Updates:
 - Took down some trees at monuments and trimmed up limbs. No tree work or replacements to do in 2024.

- Optional border around plantings. Concrete curbing cost is \$7,500-\$11,000 for all HOA landscaping beds.
 - This is not something we plan to address in 2024 but we are interested in hearing initial feedback from HOA members....
- Add a few more plantings.

b. Architectural Control Committee (“ACC”) Report (Dale Egeberg, Mary Ozers, & Sonali Ray)

- ACC process (who/when/and why to contact the ACC)(early notification is better)
- 2023 ACC projects handled (summary of types of projects and topics)
- Trees and disease and landscaping points (reminder: landscaping points spreadsheet)

c. Mailbox Committee (“MC”) Report (Mike Schubert & Craig J. (C.J.) Klaas)

- Mailbox and street sign refurbishment / summer 2024
 - Street Signs Notice: Once street sign plates on posts go bad, we intend to remove those street signs due to cost and annoyance of maintenance, given that reflective duplicate signage required by the township already exists.
 - Mailbox Notice: Painting offered in Spring / Summer 2024
- Condition of Mailboxes
 - Mailboxes and wooden parts must be kept in good condition with the same components and colors determined by the PP1HOA.
 - Observations by mailbox committee
 - Mailbox Parts Price Estimates (supplied by Mike Schubert):
 - \$240: Mailbox and copper covering
 - \$140: Newspaper slot
 - \$260: Post
 - \$160: Address plate
 - Installation not offered by HOA.
- Mailbox details and parts (requirements, measurements, paint colors, etc.) on PP1HOA website.

8. Unfinished Business

- None

9. New Business

- Review and approve 2024 budget
- Deneen Wellik has replaced Melissa Thomley as the PP1HOA Treasurer. Deneen will also serve as the VP of the HOA.
- New Facebook page created by Mary Whitcomb
- Multiple proposals for modifications to our Covenants and Restrictions which requires a 67% majority vote of our current HOA members including (but not limited to):
 - Language clarity around “single family residences” and allowance for homes to be long term rentals (at least 1 year).
 - Allowance for installation of a chicken coop on a lot.
 - Language clarity as it relates to pools and fences.

- Language clarity as it relates to the installation of solar panels.
 - In order to appropriately consider these suggestions we would, once again, need a short term committee created of interested lot owners to evaluate all proposals and then weigh the cost vs. benefit, along with the ability (or lack thereof) to obtain a 67% majority on those finalized, proposed changes.
- Summer 2024 PP1HOA and PPHOA Picnic save the date.
 - Thursday, July 25th, 2024
 - Location: Deneen and Jon Wellik Home: 3905 Nicolet Court, Verona, WI
- Questions?

10. Adjourn