

AC Attendees:

Dan Canan
Judy Spears
Larry Raasch
Lynne Flynn
Nick Kirincich
Scott Mears
Sue Dickhans

Absent:

CMS Present:

Brad Bryant
Cathy Paschen
John Doehrman
Lee Clouse
Shelley Perez

- I. Call to Order – Dan Canan called the meeting to order @ 3:00.

- II. Approval of the Minutes of December 19, 2017 regular meeting. Motion to approve by Scott M; seconded; 7 votes yes.

- III. Comments
 - a. AC Chair – Dan Canan
 - i. Reviewed the purpose of the AC
 - ii. Reviewed the Code of Conduct of the AC – distributed this document to members

 - b. Property Manager – John Doehrman
 - i. John stated that he is focusing on the BF Covenants such as architectural reviews and has included the topic in his Property Manager Monthly Report.
 - ii. Judy S asked about the efficiency of Calibur Web; Brad B reported that he is working on getting the issues resolved, but sidewalk trip hazards may have to wait until spring weather.
 - iii. Lynne F asked about a training session for new homeowners regarding Calibur Web; John stated that he can do training at any time. John also stated that clarification needs to be made to new homeowners on repairs vs home issues to be reported to Pulte. Hittle plans to hold meetings with homeowners in the spring for issues and concerns to be discussed.

 - c. Lifestyle Director – Cathy Paschen
 - i. Cathy reported that there are 21 fitness offerings at BF
 - ii. Unlimited pass increasing from \$30 to \$35 as of Feb 1; this is the only pass to be affected by a cost increase.

- iii. Lynne F asked about the protocol for using the chateau by homeowners; Cathy stated that if a private function (individuals from outside BF) is to be held, there is a charge for those types of functions. Cathy stated that she would write a protocol for reserving the chateau; Lynne would include in the Wine Press.
 - d. Maintenance – Brad Bryant
 - i. DVD player needs to be replaced
 - ii. Dan C asked about the process of replacing the DVD and generally improving the AV system in the chateau; Brad explained the process of clubs using the AV system – to prepare in advance with Brad to learn how to use the system
 - iii. Sue D asked about where we stand with improving acoustics in the villa; Brad B explained that he is working to find companies to give quotes and get the needed wall panels
 - iv. Nick K asked about a policy for closing the chateau if weather conditions warrant. Brad explained that he tries to get information to the residents based upon weather events and forecasts and the status of the of the chateau.
 - e. CMS Vice President – Lee Clouse
 - i. Lee introduced a new contact at CMS, Shelley Perez, to be a liaison between CMS and Britton Falls beginning 8 Feb. She will split time between Britton Falls and Vandalia in Plainfield.

IV. Subcommittee and Ad Hoc Committee Reports

- a. Building (Sue Dickhans)
 - i. Water pressure in showers has been an issue with some homeowners. John D stated that a plumber has recently replaced inner valves. A homeowner reported that currently hot water is very low.
 - ii. Brad stated that informing him through an email of a Calibur Web entry would be helpful in expediting the issue. Lee C stated that he would like to know about Calibur Web entries that are not resolved in a reasonable length of time.
- b. Communications (Lynne Flynn)
 - i. The committee is seeking input from the community regarding questions and concerns and communicating the information back to homeowners through the Wine Press. Cathy P indicated that it would be possible to provide hard copies of the Wine Press in the chateau.
- c. Documents (Judy Spears)
 - i. Updated list of AC members and subcommittee chairs
 - ii. An updated guidebook should be available soon under AC subcommittees.
- d. Finance (Larry Raasch)
 - i. A meeting with Lee C seemed to result in some common understanding of reporting budgets.

- ii. Fourth quarter review showed the Villa security system was charged to the BF Reserve Fund, which is being questioned. Lee C will check on this and what Dave Compton had stated regarding the fiscal responsibility for this camera. Should the camera have been a part of the original loan? Lee will check on whether this is a Reserve expense.
- e. Grounds (Nick Kirincich)
 - i. A process is being identified as to how this subcommittee should be involved with CMS management.
 - ii. Matching grants possibilities are being considered. Could grants from Fishers be possible for BF? Lee indicated that there may be value in applying for these grants. Nick stated that he would pursue the grant possibility through the city. Lee C indicated that adding some money to the budget for matching grants may be possible.
 - iii. Lee C stated that he should have an answer from Pulte, by the annual meeting of 27 February, pertaining to whether they would fund repairs of the tennis courts to conform to original specifications.
- f. Government Relations (Dan Canan)
 - i. Fishers has a city-government academy of ten weeks; the Fishers web site gives further information. Academy begins 13 Feb, registration is due by 8 Feb.
- g. Issue Monitoring (Scott Mertz)
 - i. Scott is looking for input regarding the updating of the monitoring spreadsheet. He plans on keeping the spreadsheet of topics updated on a weekly basis. Scott is planning for a system to be put in place to report the completion of individual topics on the spreadsheet. He will meet with Cathy about possibly linking the spreadsheet to the BF link on the website.
- h. Transition & Reserve Study – TBD
 - i. Dan C explained that he is seeking members to serve on the Transition Committee; Nick K volunteered to be a member.
 - ii. Judy S spoke of the importance of AC members attending a workshop for HOA members to become more informed of transition.

V. Unfinished Business

- a. Nick K brought up the Attorney General letter that was discussed at the December AC meeting. Lee C stated that he would help with providing information for the process of requesting such a meeting.
- b. Larry R asked Lee C regarding insuring the Villa if the building is not in our name. Lee indicated that he would inquire about ownership, insurance, and responsibilities relating to turning over the villa to Britton Falls.

VIII. New Business - None

IX. Homeowner Concerns

- a. Jim Siler asked John D about the process of bringing homeowners into compliance of covenants.
- b. Homeowner Gayle Amos, asked about the possibility of having a management member present to help set up the projector at the chateau. Terry Lehman, representing the Travel Club, asked about an HDMI cable being run to the projector and use of microphone while projector is being used.

X. Adjourned @ 4:22