

# WOODLAND SPRINGS, INC.

---

## NOTICE OF ANNUAL MEETING February 17, 2018

Pursuant to Article 2, Section 2.4 of the By-Laws of the Association, you are hereby notified that the Annual Meeting of the Woodland Springs, Inc. will be held on **Saturday February 17, 2018 at 10:00 a.m. at the Woodland Springs, Inc. Clubhouse 3535 E. 116<sup>th</sup> St., Carmel IN. 46033**

The members that you elect to serve on the Board of Directors are homeowners like yourself; they are well-informed individuals that have taken an interest in the place they call "HOME". Currently the Board has two open positions for a three-year terms and one position for a two-year term. You are urged to become involved by running for one of these open positions on the Board. If you are interested, please return the attached nomination form.

If you will be unable to attend the Annual Meeting and to safe guard your vote, please fill out the enclosed proxy and return it promptly. If, in fact, you are able to attend the meeting, your proxy will be revoked by your attendance and voting at the meeting. **It is very important that we achieve a quorum either by attendance or represented via the proxy in order to conduct business.** It is imperative that you return the enclosed proxy, so that we may be assured that quorum will be met at the meeting.

### **AGENDA**

1. Sign in and establish Quorum
2. Minutes of the 2017 Annual Meeting
3. Treasurer's Report (attached 2018.19 budgets)
4. Committee Reports
5. Old Business
6. New Business
7. Election of Directors (*nomination form attached*)
8. Adjournment

Also enclosed is information from the Woodland Springs Social Committee that includes a cover letter and save the dates for 2018.

Sincerely,

Woodland Springs, Inc.

Board of Directors

**WOODLAND SPRINGS, INC.**

**2018 BOARD OF DIRECTORS**

**NOMINATION FORM**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**PHONE#:** \_\_\_\_\_

**Why I want to serve on the Board:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**My Qualifications:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please return this nomination form to Joe Winship at [jwinship@ekirkpatrick.com](mailto:jwinship@ekirkpatrick.com),  
fax to 317-594-5774 or deliver to the clubhouse mailbox.

**WOODLAND SPRINGS, INC.**  
**ANNUAL MEETING**  
**PROXY**

The undersigned Owner of the property described below within WOODLAND SPRINGS, INC. (hereinafter, "the Association") hereby appoints, or if left blank, \_\_\_\_\_, the President of the Association, as my proxy holder to attend the Annual Meeting of the Members of the Association, pursuant to the Association's By-Laws, to be held on Saturday February 17, 2018 at 10:00 a.m. at the Woodland Springs, Inc. Clubhouse, 3535 E. 116<sup>th</sup> St. Carmel, IN. 46033 and any other reconvened meeting thereof. The proxy holder named above has the authority to vote and act for me to the same extent that I would if personally present as indicated below:

\_\_\_\_\_ I authorize and instruct my proxy to use his or her best judgment on all other matters which properly come before the meeting, and for which a general power may be used.

I affirm, under penalties of perjury, that by signing this proxy I have the authority to grant this proxy to the individual named herein to exercise this proxy.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address of Owner's Property

This proxy is revocable by the Owner and is valid only for the meeting for which it is given and any lawful continuation thereof. In no event is the proxy valid for more than one hundred eighty (180) days from the date this proxy was signed.

**Please return this proxy form to Joe Winship at [jwinship@ekirkpatrick.com](mailto:jwinship@ekirkpatrick.com), fax to 317-594-5774 or leave in the clubhouse mailbox.**

**Woodland Springs, Inc.**  
**2019 Proposed Operating Budget**  
**415 Homes**

**Annual Assessment**                    \$ 500.00   \$ 500.00   \$ 500.00   \$ 500.00   \$ 500.00   \$ 750.00

Fiscal Year 5.1 to 4.30	2015	2016	2017	2018	2018	2019
Income	Actual	Actual	Actual	Budget	as of 12.17	Budget
Assessments	\$ 172,225	\$ 207,500	\$ 207,500	\$ 207,500	\$ 138,333	\$ 311,250
Neighborhood Fee	\$ 1,660	\$ 1,660	\$ 1,660	\$ 1,660	\$ 1,660	\$ 2,970
Late Charges	\$ 1,325	\$ 1,218	\$ 1,300	\$ -	\$ 975	\$ -
Interest Operating	\$ 503	\$ 411	\$ 474	\$ -	\$ 403	\$ -
Clubhouse Usage Fees	\$ 3,410	\$ 4,660	\$ 5,210	\$ 4,000	\$ 3,825	\$ 4,500
Interest Reserves	\$ 386	\$ 663	\$ 849	\$ -	\$ 594	\$ -
Interest Allocation to Reserves	\$ (386)	\$ (663)	\$ (849)	\$ -	\$ (594)	\$ -
Allowance for Doubtful Accounts	\$ (1,100)	\$ (1,100)	\$ (1,100)	\$ (1,100)	\$ (733)	\$ -
<b>Total Income</b>	<b>\$ 178,023</b>	<b>\$ 214,349</b>	<b>\$ 215,044</b>	<b>\$ 212,060</b>	<b>\$ 144,463</b>	<b>\$ 318,720</b>

**Operating Expenses**

Contracted Lawn Service	\$ 23,214	\$ 25,204	\$ 28,949	\$ 25,204	\$ 18,292	\$ 25,204
Grounds Maintenance	\$ 2,036	\$ 3,167	\$ 6,830	\$ 6,450	\$ 2,066	\$ 6,000
Additional Landscape	\$ 2,873	\$ 1,635	\$ -	\$ 2,000	\$ 2,080	\$ 2,000
Lake/Waterway Maintenance	\$ 17,307	\$ 17,307	\$ 19,272	\$ 20,550	\$ 16,375	\$ 16,050
Snow Services	\$ 605	\$ 450	\$ 875	\$ 2,000	\$ 85	\$ 3,000
Tennis Courts	\$ 943	\$ 366	\$ 685	\$ 1,000	\$ -	\$ 1,000
HVAC Service	\$ 209	\$ -	\$ -	\$ 200	\$ -	\$ 500
<b>Total Grounds Maintenance</b>	<b>\$ 47,187</b>	<b>\$ 48,129</b>	<b>\$ 56,611</b>	<b>\$ 57,404</b>	<b>\$ 38,898</b>	<b>\$ 53,754</b>

Contracted Pool Service	\$ 38,003	\$ 38,973	\$ 58,180	\$ 39,995	\$ 26,695	\$ 39,995
Pool Permit	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	\$ 200
Clubhouse Cleaning	\$ 2,648	\$ 3,408	\$ 3,699	\$ 3,500	\$ 2,739	\$ 3,500
Chemicals & Supplies	\$ 391	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Equipment Repair	\$ 4,291	\$ 4,894	\$ 3,077	\$ 3,500	\$ 17,026	\$ -
Pool Misc. Repairs	\$ -	\$ -	\$ -	\$ -	\$ 8,466	\$ -
Trash Removal	\$ 1,340	\$ 1,546	\$ 1,324	\$ 1,500	\$ 1,309	\$ 1,500
Clubhouse Repairs	\$ 8,950	\$ 2,092	\$ 1,434	\$ 4,000	\$ 7,948	\$ 4,500
Misc. Repairs/Supplies	\$ 715	\$ 600	\$ 651	\$ 274	\$ 183	\$ -
Clubhouse Exterminating	\$ -	\$ -	\$ -	\$ 300	\$ 200	\$ 300
<b>Total Pool and Clubhouse Expense</b>	<b>\$ 56,538</b>	<b>\$ 51,713</b>	<b>\$ 68,565</b>	<b>\$ 53,269</b>	<b>\$ 64,566</b>	<b>\$ 49,995</b>

Electric	\$ 7,114	\$ 5,720	\$ 6,389	\$ 6,500	\$ 4,919	\$ 7,300
Water/Sewer	\$ 4,179	\$ 3,696	\$ 3,936	\$ 5,000	\$ 3,120	\$ 4,000
Telephone	\$ 181	\$ 902	\$ 1,049	\$ 1,000	\$ 545	\$ -
Cable Service	\$ 355	\$ 394	\$ 429	\$ 450	\$ 534	\$ 840
Gas-Building	\$ 5,635	\$ 3,750	\$ 2,522	\$ 5,000	\$ 4,156	\$ 6,000
<b>Total Utilities</b>	<b>\$ 17,464</b>	<b>\$ 14,462</b>	<b>\$ 14,325</b>	<b>\$ 17,950</b>	<b>\$ 13,274</b>	<b>\$ 18,140</b>

Management Fee	\$ 16,185	\$ 16,185	\$ 16,345	\$ 16,665	\$ 11,110	\$ 18,675
Postage	\$ 1,036	\$ 497	\$ 941	\$ 650	\$ 750	\$ 1,000
Copies/Print/Supplies	\$ 1,761	\$ 1,674	\$ 2,978	\$ 1,800	\$ 2,462	\$ 2,200
Accounts Receivable Collections	\$ 91	\$ -	\$ -	\$ -	\$ 25	\$ -
CPA Services	\$ -	\$ 1,300	\$ 650	\$ 650	\$ -	\$ 1,000
Legal Expense	\$ 325	\$ 926	\$ 1,327	\$ 500	\$ 1,299	\$ 2,000

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 as of 12.17	2019 Budget
Loan Interest Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Loan Principal Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 5,277	\$ 3,568	\$ 4,865	\$ 8,335	\$ 3,743	\$ 6,000
Electronic Transmissions/Phone	\$ 92	\$ 52	\$ 75	\$ -	\$ -	\$ -
Taxes - Association Property	\$ 138	\$ -	\$ 127	\$ -	\$ -	\$ 200
Misc.	\$ -	\$ -	\$ -	\$ -	\$ 60	\$ -
Closing Fees	\$ 450	\$ 750	\$ 375	\$ -	\$ 75	\$ -
Social Committee	\$ 2,776	\$ 3,898	\$ 5,257	\$ 6,000	\$ 3,993	\$ 6,000
Special Events	\$ -	\$ -	\$ 1,000	\$ 2,000	\$ 2,300	\$ 2,000
Depreciation	\$ 12,013	\$ -	\$ -	\$ 12,200	\$ -	\$ -
Annual Corporate Report	\$ 7	\$ 7	\$ 21	\$ 35	\$ -	\$ 35
<b>Total Administrative</b>	<b>\$ 42,166</b>	<b>\$ 30,873</b>	<b>\$ 35,978</b>	<b>\$ 50,853</b>	<b>\$ 27,835</b>	<b>\$ 91,129</b>
Replacement Reserve Funding	\$ 20,892	\$ 48,102	\$ 34,602	\$ 34,602	\$ 23,069	\$ 107,721
<b>Total Replacement Reserve Funding</b>	<b>\$ 20,892</b>	<b>\$ 48,102</b>	<b>\$ 34,602</b>	<b>\$ 34,602</b>	<b>\$ 23,069</b>	<b>\$ 107,721</b>
<b>Total Operating Expenses</b>	<b>\$ 184,247</b>	<b>\$ 193,279</b>	<b>\$ 210,081</b>	<b>\$ 214,078</b>	<b>\$ 167,642</b>	<b>\$ 320,739</b>
<b>Surplus (Loss)</b>	<b>\$ (6,224)</b>	<b>\$ 21,070</b>	<b>\$ 4,963</b>	<b>\$ (2,018)</b>	<b>\$ (23,179)</b>	<b>\$ (2,019)</b>

Woodland Springs, Inc.

2019 Proposed Repl. Reserve Budget  
415 Homes  
Fiscal Year 5.1 to 4.30

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 as of 12.17	2019 Budget
<b>Reserve Income</b>						
Replacement Reserve Funding	\$ 20,892	\$ 48,102	\$ 34,602	\$ 34,602	\$ 23,069	\$ 107,721
<b>Total Replacement Reserve Income</b>	<b>\$ 20,892</b>	<b>\$ 48,102</b>	<b>\$ 34,602</b>	<b>\$ 34,602</b>	<b>\$ 23,069</b>	<b>\$ 107,721</b>

<b>Reserve Expenses</b>	<b>Forecast</b>					
Asphalt Parking Lots crackfill, sealcoat, stripe						\$ 2,500
Clubhouse X-Mas Tree/Storage					\$ 816	
Clubhouse Drainage (Everdry)					\$ 30,642	\$ -
Clubhouse Sump Pump					\$ 1,950	
Clubhouse Electrical/Lighting						\$ 13,000
Concrete Clubhouse/Pool						\$ 10,000
Lake Improvements						\$ 5,000
Pool Repairs (H & L)					\$ 8,211	
Pool Chlorine Pumps (H & L)					\$ 5,850	
Pool Heater (H & L)					\$ 8,306	
Pool Survey					\$ 3,117	
Tennis Courts					\$ 16,000	
Pool Extras for Renovation						\$ 100,000
Pool Drainage (Downspouts)						
Pool Electrical						
Pool Equipment Building Door(s)						
Pool Excavating						
Pool Fencing						
Pool Landscaping						
Pool Lighting						
Pool Retaining Walls						
Pool Sanitary & Storm Sewers						
<b>Total Reserve Expenses</b>					<b>\$ 74,892</b>	<b>\$ 130,500</b>

**Future Considerations**

Clubhouse Lower Level Bathrooms
Clubhouse Upper Level Bathrooms
Clubhouse Flooring
Clubhouse Interior Painting
Clubhouse Exterior Painting
Clubhouse Loft
Clubhouse Balcony
Clubhouse Doors

Dear Woodland Springs Residents,

Happy 2018! We hope everyone enjoyed some of the new social events last year. This calendar will announce pre-planned events for 2018, so please be sure to add them to your calendar! We want to remind everyone of a few items that will help you stay on top of what's going on in our neighborhood:

1. **See our calendar of events for 2018:** We are repeating our mailing this year to make sure everyone knows about events, but subsequent invites will be online through Nextdoor.com and on our Woodland Springs Facebook page and website. Double-check for details as the event nears because it is possible there may be adjustments. We will also have important sign-ups for some events.
2. **Please join Nextdoor.com:** If you haven't joined yet, it is simple to do so. Go online to <https://woodlandsprings.nextdoor.com>. Choose "Sign Up" to create an account. People post neighborhood info such as lost and found animals, items for sale, events, recommendations for local handymen or services, and alerts about crime. You can choose how often you want an e-mail which summarizes the new items!
3. **"Like" our Woodland Springs Neighborhood Community Information and Social Events Facebook Page:** We've changed the name to include our community information too, so if you're on Facebook this is just another great way to stay informed!
4. **If you would like to have an additional activity, start it!** Reoccurring activities such as walking groups, book club, etc. are not one-time events so the committee would need a neighborhood volunteer to be in charge. The clubhouse is generally available on week days/nights, and as long as you open up an event to the entire neighborhood and the social committee sponsors the event, it is free to use!

We all love our neighborhood and hope we can continue getting to know one another and welcoming new households through social events. As always, use our website for clubhouse rental, social committee events, and other neighborhood information: <http://www.woodlandspringsneighborhood.com/>.  
Thank you!

Sincerely,

*The Social Committee 2018:*

Natalie Mabbitt (Chair)

Julie Graham

Margaret Quinn

Julie Vairo

Manolis Boulukos

Anna Maurer

PLEASE TURN PAGE OVER FOR IMPORTANT INFORMATION

# Woodland Springs Social Events

SAVE THE DATES (2018)!



**Friday, March 2, 7-9pm Game Night ~ *New Event!***  
Bring the family, your drink of choice, a snack to share, and a game to play.



**Saturday, March 24, 4-6pm**  
**Easter Egg Hunt ~ *Back by popular demand!***  
Bring your Easter baskets and come collect eggs behind the clubhouse!



**Friday, April 13, 7-10pm Wine & Cheese Social (Adults Only)**  
Come taste a variety of red and white wines and cheese pairings with chocolates!



**Friday & Saturday, June 8-9, 9am-2pm**  
**Neighborhood Garage Sale Weekend**



**Friday, June 22, 7pm-8am Camp out/Movie Night on the Island**  
Bring your sleeping bags, tent, snacks, and a flashlight! Join us for an outdoor movie on the island!



**Annual Fireworks over the Lake (Date TBD)**  
Bring your snacks, chairs, and blankets to celebrate the USA on the clubhouse lawn with all the neighbors!  
*\*The Page family has very generously provided the amazing fireworks show for many years, but you may choose to offer a donation to help offset their costs.*



**Pool Opening Party (TBD)**  
Let's Party! Our new pool is open! Relax poolside with your friends, drink some wine or beer, or bring your own drinks and snacks!



**Saturday, August 18, 4-8pm**  
**End of Summer Island Party**  
Come join us at this fun annual event complete with a food truck, live band, bounce house, and face-painting!



**Friday, September 21, 6-9pm**  
**Oktoberfest ~ *Kids invited too!***  
Bring out the lederhosen and beer steins and join us for sausages, beer, soft pretzels, cheese, and camaraderie!



**Sunday, October 28, 4-6pm**  
**Chili Cook-Off and Halloween Fun**  
Bring your best chili recipe to share and see if you are the new chief chili chef, Kids games, costume contest, snacks!



**Friday, November 30, 7-9pm & Friday, January 4, 7-8pm**  
**Holiday Decorating Party & Tear-Down Party**  
Help the Social Committee decorate the clubhouse for the holidays! Help the Social Committee take down decorations after the holidays.



**Holiday Open House with Santa, December 1, 10am-12pm**  
Come join Santa for some hot chocolate and cookie decorating!

PLEASE TURN PAGE OVER FOR IMPORTANT INFORMATION