

## **WHOA Board of Directors – Meeting Minutes for January 10, 2017 Meeting**

**Present:** John Cambier (President), Betty Turnbull (Vice President), Rick Brown (Treasurer), Betsy Martin (Secretary), Marissa Hartzler, Amanda Sosebee, Matt Whelihan, David White, Jonathan Stone (CAS)

**Absent:** Mary Evers

### **1. Call to Order/ Approval of prior minutes**

- Meeting was called to order by the President.
- December minutes were edited unanimously approved.

### **2. Due Process Hearings – private information contained in non-public notes.**

### **3. Old Business**

**3.1 Accessibility of Clubhouse.** Resident has requested ramp access and automatic door for the Clubhouse. BOD discussed ramp and accessibility options. John moved to authorize Jonathan to purchase a 5 foot EZ access ramp (as recommended from the businesses the member recommended we consult with for accessibility). Unanimously approved by the BOD. Amanda moved, Matt seconded and the BOD unanimously agreed not to pursue a motorized door at this time.

**3.2 ARC Software** – David summarized our current ARC rules and members. Consideration of new application options from CAS and some customizable options from the webform. Jonathan can set up a web demonstration for our members. Looking for improving our training, staffing and process/documentation. The BOD will consider a software proposal from a vendor through CAS, likely next week. John, Marissa, Betty & David will create a sub-committee of the BOD to address the ARC relating to (1) organizational structure; (2) software options and (3) possible guideline regulations.

**3.3 Caliber Login Confidentiality** – Every email address has its own access and so others from the same property address do not have access to confidential information of the community.

### **4. New Business**

**4.1.1 2017 Capitalized Projects** – Our list from last year was a memory garden and footbridge. However, we have gotten a lot of sediment that washed into our lake and thus our 2018 projects for excavating sediment will be moved up to this year. David will proceed with getting cost estimates, but expecting under \$30k for this work.

**4.1.2 Pool Contract Extension** – The BOD discussed the pool pipes and winterization and approved this project.

## **5. Committee updates**

**5.1 Building and Grounds:** Pool bathroom pipes did not freeze over the past four days during the ice storm, which is a relief since it is not heated there.

**5.2 ARC** –See above.

**5.3 Communications** –Betty will be working on Newsletter for March.

**5.4 Neighborhood Watch** – Only 4 break-ins in 2016 – this is a large decrease from prior years.

**5.5 Pool Committee** – No update from the committee.

**5.6 Recreation Committee** - no update from the committee. The BOD unanimously approved to allow Woodlake members to offer activities for all Woodlake residents at the Clubhouse without charge (but not including outside community persons). A request was made for a Women’s Bible Study & this falls within these guidelines.

## **6. Financial Report**

**6.1 December 2016 Financials** – We finished the year under budget with a \$5200 under budget.

**6.2 Aged Owner Balances** – private information is contained in our non-public notes.

**7. Violations Delinquent Payments, and Foreclosed Property** – private information is contained in our non-public notes

**8. Open Forum** – no attendees.

## **9. Adjournment**

**9.1 Next Meeting: Tuesday February 7, 2017 at the Woodlake Clubhouse**

\*Non-Public Note  Follow