

WHOA Board of Directors – Meeting Minutes for February 7, 2017 Meeting

Present: John Cambier (President), Rick Brown (Treasurer), Betsy Martin (Secretary), Amanda Sosebee, David White, Mary Evers, Jonathan Stone (CAS)

Absent: Betty Turnbull (Vice President), Marissa Hartzler, Matt Whelihan

1. Call to Order/ Approval of prior minutes

- Meeting was called to order by the President.
- January minutes were deferred to be considered in March 2017.

2. Old Business

2.1 ARC Software – Standard pricing for Webforms is \$150 upfront plus \$50/mo, however CAS is negotiating for another rate. David reported on the meeting regarding how this software would work. Betty offered feedback via email supporting utilizing this software. We are confident in our ability to use webforms to improve the user interface to connect it with the Woodlake website. Unlimited storage is offered and will capture our ARC applications, comments, decisions and outcomes. John moved for a monthly contract, Betsy seconded & the BOD unanimously approved.

2.2 ARC Procedure – David reviewed process with current chair, Judy Stenger, with focus on updating the handbook to reflect issues that ARC would not need to approve such as: sheds/ swingsets/ rain barrels - where they are not visible from the street/ trail. Further, while ARC would be required to be notified and offered the opportunity to approve/ deny the following issues related to trees, but homeowners would not require signatures of neighbors for: cutting of dangerous trees, trees that are growing too close to each other, Leland Cyprus and Bradford Pears. For these issues the Grounds Committee would also be informed, to offer ARC consultation on the determination of whether the application fits within these exceptions. David also edited some portions of the handbook and worked on the section on mailboxes. David will supply these edits to the BOD for review by the BOD in March 2017.

2.3 Accessibility of Clubhouse. The ramp has been ordered and will arrive this week. David will coordinate receiving delivery.

3. New Business

3.1 Our 2017 Capitalized Projects –

3.1.1 David got three bids for upcoming work on trees along the trail. Recommendation was for Leaf & Limb. John moved to approve, Rick seconded and all were in favor, so the BOD unanimously approved the Leaf & Limb bid for this work for approximately \$4,000 with a reasonable fee for additional chipping/cutting as needed. The work can begin as early as Monday, February 13.

3.1.2 David received cost estimates for work expected for the Fall 2017, including dredging the lake, preparing the sediment disposal area, replacement of the wooden trail bridge, installing additional bridges over the Duke Power easements, and installing a solar pump for the small creek near the wooden bridge. The approximate cost for this work is \$14,000. The BOD was generally supportive of these expenses but did not approve any particular contracts. The BOD approved David to arrange for the clearing of additional brush/ trees for our access to a segment of WHOA land where we can transport our sediment when that project is ready. That work is not expected to be expensive, but is necessary for the larger project.

3.2 Collection Procedure Review – Homeowners are offered more than four notices as part of the current process, but the BOD discussed having the attorney send an additional letter to homeowners when the balances hit \$750, in recognition that at the \$1k mark, we generally pursue foreclosure.

4. Committee updates

4.1 Building and Grounds: None.

4.2 ARC –See above. Also an unbuilt plot in Woodlake has been purchased and a new home plan has been proposed.

4.3 Communications –Betty will be working on Newsletter for March 2017.

4.4 Neighborhood Watch – None.

4.5 Pool Committee – No update from the committee.

4.6 Recreation Committee – Dates for all the events have been created and are ready for the Newsletter. Over the next month, we have a cookie decorating contest and game night.

5. Financial Report

5.1 January 2017 Financials – Reviewed and Jonathan will research the late fees revenue.

5.2 Aged Owner Balances – Private information is contained in our non-public notes.

6. Violations Delinquent Payments, and Foreclosed Property – Private information is contained in our non-public notes.

7. Open Forum – no attendees.

8. Adjournment

9. Due Process Hearings – none.

9.1 Next Meeting: Tuesday March 14, 2017 at the Woodlake Clubhouse

***Non-Public Notes Follow** 