

## WHOA Board of Directors – Meeting Minutes for October 9, 2018 Meeting

**Present:** John Cambier (President), Betty Turnbull (Vice President). Amanda Sosebee (Treasurer), Betsy Martin (Secretary), Donna Wolfe, Jim Fleming, Mary Evers, Jacob Hildebrand (CAS).

**Absent:** David White

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

- Meeting was called to order by the President at 7:02pm.
- Minutes of the September 2018 meeting and subsequent hurricane/pool-related emergency meeting were amended and unanimously approved.

**2. Due Process Hearings** – in private notes.

**3. Old Business - None.**

**4. New Business**

**4.1 Legal Counsel Fees** – Betsy and John will speak with Jonathan Stone (CAS), Jacob Hildebrand (CAS) and Todd (current attorney) regarding the legal fees charged to members settling outstanding debts.

**4.2 Violation Letters** – The BOD discussed options for using templates that are specialized to Woodlake within Caliber. Assuming that modified templates are available from CAS, the BOD directed the following: (1) letter one is revised to eliminate the date of compliance in the case of a lawn, but to leave the trash can violations as “immediately” and larger violations with the 30 day rule; (2) letter two is revised to allow 10 days from the date of inspection for compliance in the case of a lawn, trash cans/larger violations remain the same. Letter two is also revised by striking line “This deadline supersedes the original action required date.”; (3) letter three is revised to delete the “action required” line and to add the underlined phrases in this sentence “These fines, if assessed, can result in a lien against your property and your property may be foreclosed upon pursuant to Chapter 47 of the North Carolina General Statutes.”

**4.3 Wooden Bridge Trail access near Bridgeport.** David received a request from a homeowner seeking to build a bridge over the drainage ditch between their property and the trail on Bridgeport. The bridge would match their fence and the homeowner would work with David to ensure there was not an impediment to water flow. However, the Board was concerned about the impact of this project and precedent set, and therefore postponed decision on this item until David can attend the meeting to have a full conversation.

## **5. Committee Updates**

**5.1 Building and Grounds:** No update.

**5.2 ARC Requests:** No issues.

**5.3 Communications Committee:** We continue to face connection issues and have no internet available at the clubhouse. Jacob will remedy this with our provider, which we expect will include a replacement of the router and moving it to a more accessible location (not in a box).

**5.4 Neighborhood Watch –** No issues.

**5.5 Pool Committee:** Pool reopened after the storm, and successfully closed for the season on 9/30/18.

**5.6 Recreation Committee:** Wine tasting was a wonderful success! October 13 was scheduled for candy apple day at the clubhouse but, given our volunteer support, we will see if we can pull this off later this month! Our annual Halloween decorating contest will continue this year and in November will be our annual chili cook-off.

## **6. Financial Report**

**6.1 Sept 2018 Financials–** The Board reviewed the reports.

### **Water Bill/ Stormwater Issues:**

Sept 2018: Our water bill has a high degree of variability and Jacob will look into any causes for that variation. John noted that the stormwater charges are inversely proportional and so it may be that the numbers are misallocated again.

October 2018: Jacob will ask accounting again on this item, and we are over on the water across the budget, so Jacob will look into this. Amanda moved that we approve the 2017 Audit, John seconded and it unanimously passed.

**6.2 Aged Owner Balances –** In non-public notes.

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

**\*\*Going forward, CAS will inspect properties on the first Monday of each month, send violation notices by the following Wednesday, and will send a copy of a report noting the properties, violations and notices sent to the BOD that same day. David will no longer need to provide oversight to the inspection process. Jacob will communicate this expectation to CAS and ensure it is properly scheduled in the workflow.**

**8. Open Forum:** No attendees.

**9.1 Meeting adjourned 8:59 pm.** Our next BOD meeting is scheduled for Tuesday, Nov. 13, 2018.