

## **WHOA Board of Directors – Meeting Minutes for November13, 2018 Meeting**

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

**Absent:** John Cambier (President), Jim Fleming

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

- Meeting was called to order by the Vice President at 7:07pm.
- Minutes of the October 2018 meeting and were amended and unanimously approved.

### **2. Due Process Hearings – None.**

### **3. Old Business**

**3.1 Legal Counsel Fees** –Betsy, John, and Jonathan of CAS, spoke with our current attorney, Todd Whitlow of Brownlee, Whitlow & Prast PLLC regarding the fees charged to our members who are not paying their monthly membership fees. Attorneys provided a list of charges and an explanation of their debt collection practices. Due to the reasonableness of the fees but the low amount generally owed by our members, it is not uncommon for a member to be sent to the attorney for owing less than \$300 and have the balance encumbered by attorneys fees of at least \$100 and within two months \$300, thereby doubling our members debt. While this is permitted under NC law, the Board discussed updating the letters sent by CAS before the attorney is involved. Betsy will draft updates which advise our members of the upcoming costs of attorney involvement and encourage delinquent members to communicate with CAS and resolve the delinquency without need for collections, liens and foreclosure. The Board will review and edit these letters at our December meeting for use by CAS in 2019.

**3.2 Wooden Bridge Trail Access near Bridgeport** – Homeowners would like to build a bridge over the drainage ditch between their property and the trail behind Bridgeport. They agreed with David that they would need to clean out under the bridge to ensure the drainage ditch did not suffer back-up of the creek drainage. After ample discussion, Betty moved to deny the request to permit the building of a single-home-access bridge on HOA property, Mary seconded and the motion carried. Jacob will work with David to draft a letter to the homeowners to inform them of the decision.

### **4. New Business**

**4.1 Holiday Party** – We will host our annual holiday party from 7-9pm, Saturday, December 8, 2018

**4.2 David White Award** – Betty will send a listserv email and a FB post for nominees and the requirements for nomination. Due to the event being December 8 and our next meeting is December 11, the Board discussed a few options of people who may be considered as nominees and will, after nominations from the community, finalize the award by email discussion.

## **5. Committee Updates**

**5.1 Building and Grounds:** David will be putting out a bid for tree work along the stream, which David tagged and the Board had the opportunity to review over the previous two weeks prior to our meeting. At the end of Boxwood, there is a large tree on HOA property that has branches growing towards a home and it needs to be pruned. The Board agreed that David should get quotes and move quickly on addressing this tree work. Our No Solicitation signs were pressure washed and painted by David and we are grateful for his work.

**5.2 2018 Capital Projects Update** – no update

**5.3 ARC Requests:** A community member asked about bringing large equipment on the trails for some work done on his property. ARC will contact David to discuss this request and the impact on our community grounds.

**5.4 Communications Committee:** The internet at the clubhouse appears to be fixed and is currently working. Wally has worked on having a new map printed for our clubhouse, it will cost \$250, but has all of the Woodlake homes included and is brighter and therefore will both look more appealing on our Clubhouse wall and aide in our community discussions.

**5.5 Neighborhood Watch** – David and Jacob will coordinate obtaining quotes for having additional police patrols over the winter holiday.

**5.6 Pool Committee:** David would like to have Jacob pull the logs for the pool usage and the exercise room, given all our work this year.

**5.7 Recreation Committee:** Our annual Halloween decorating contest was a massive success with 50 houses participating. November came and went without the ability to host our annual chili cook-off. In December, we will look to see if anyone would like to host

holiday caroling and we have a holiday craft show on 12/9/18 at the Clubhouse where members of our community will sell their homemade goods.

## **6. Financial Report**

**6.1 October 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.

November 2018: Jacob looked into the water issue and we are \$1500 over budget, which appears to come from \$1000 in May for filling the pool and \$600 in September, which may be the toilets running or post hurricane clean-up, but given that our water usage has been high overall this year, Jacob will pull records from the past two years to see our budget vs. usage and where this issue has been historically.

**Additional Budget Questions**: Jacob will look into our electric bill and why that is higher than expected, and get additional information on the cost of the tax audit. We are still within our budget overall.

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

**6.3 2019 Budget** – Amanda and Jacob will collaborate on a draft budget.

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

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

**9.1 Meeting adjourned 9:32 pm.** Our next BOD meeting is scheduled for Tuesday, Dec. 11, 2018.