

WHOA Board of Directors – Meeting Minutes for February 11, 2020 Meeting

Present: John Cambier (President), Betty Turnbull (Vice President), Amanda Sosebee (Treasurer), Elizabeth Martin (Secretary), Jim Fleming, Katrina Portwood, Donna Wolf, Jacob Hildebrand (CAS).

Absent: Adam Friedman

1. Call to Order/ Approval of prior minutes

- Meeting was called to order by the President at 7:02 pm.
- Minutes of the December 2019 board meeting were edited. John moved, Donna seconded and the edited minutes were unanimously approved by the Board.

2. Due Process Hearings – none

3. Old Business

4. Insurance Update: BJ and Jacob are still working to get the quotes together for the Board's review.

5. HANDBOOK REVISION – The Board reviewed the legal advice of counsel regarding revisions to the handbook. Betsy will rewrite the revisions and submit them to the Board for editing and review by the end of this month.

6. Old Business

- Cameras at the Pool/Parking Area** (tabled until March 2020)

7. New Business -none.

8. Committee Updates

- Building and Grounds – David White attended to provide an update and discuss the options.**

- i. Painting at Clubhouse and Pool:** Painting and power washing is required at the clubhouse, as well as staining the pool deck and painting white surfaces, and painting main and baby pool gates. David White obtained quotes for this work, and the three quotes came in at \$3k, \$6k and \$10k, but the contractor for \$3k was recommended by Jacob and has been established as a quality contractor. Betsy moved, John seconded and all were in favor of contracting with the lowest bidder.
- ii. Median work for the damage to the bushes at the Woodlake entrance.** David came with three quotes, two of which were from vendors without Workers' Comp

coverage. He will return to the businesses not carrying Workers' Compensation insurance and ask for them to re-bid allowing for those additional costs.

iii. **Dead Trees on HOA and Owner property** – David provided a thorough review of diseased Leyland Cypress trees within our community, both on homeowner and HOA property. John moved that Jacob send letters to all property owners that have Leyland Cypress trees on their property and need to be taken down. Furthermore, an insert will be added to the annual newsletter to highlight the importance of removing Leyland Cypress trees that are sick and cleaning up appropriately. Finally, Jacob will bring in any violators of the Leyland cypress illness situation to DP hearings promptly if they don't respond to two violation letters. Betsy seconded, and all were in favor. David will also take care of similar Leyland Cypress trees and other trees on HOA that need to come down. Betty moved, Donna seconded and the Board agreed to permit David to take down necessary trees within the 2020 budget line item for this work.

iv. **Reserve Estimates** were compiled and reviewed by David White with the Board regarding expected repairs and upcoming expenses. Jacob will add a column and add actuals for the last known replacement of the items and the Board will review that information and these predictions again in March 2020.

v. **Shed near 208 Hemmingwood on HOA Property** –

1. **Jan 2020:** Homeowner did not remove as previously expected, someone is utilizing it for old paint cans etc and so Jacob will arrange to have the shed removed.
2. **Feb 2020:** Jacob reported that the weather stalled removal in Jan/Feb 2020, but is expected soon.

- ARC Requests:** No update.
- Neighborhood Watch: No update.**
- Communications** –Annual Board meeting proposed for the library on 4/30 or 4/29, Betty checked on these options, but since the library won't allow reservations to be made more than 30 days out, we are on hold for that reservation. Betty communicated with the Board when we need to have our summaries ready for the newsletter. Betty will also coordinate for nominations for the David White Service Award with the expectation of presenting that at the annual meeting.
- Recreation Committee:**

. A Woodlake volunteer appreciation party was planned for February 9, 2020, 3-5pm, and was attended by members of the Board and several volunteers.

i. Amanda and Betsy are working to meet with the new chairs to transition the Recreation committee from Amanda's shoulders, and Amanda has planned a community cookie decorating party for Sat 2/15.

9. Financial Report

- **January 2020 Financials** –All was reviewed and looks good.
- **Aged Owner Balances – in non-public notes.**

10. Violations, Delinquent Payments, and Foreclosed Property - Non-public notes

11. Open Forum: No attendees.

12. Meeting adjourned 8:50 pm. John moved, Betsy seconded and it unanimously passed. **Next meeting scheduled for March 10, 2020 at 7pm.**