

## **WHOA Board of Directors – Meeting Minutes for March 10, 2020 Meeting**

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

**Absent:** None.

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

- a. Meeting was called to order by the President at 7:04 pm.
- b. Minutes of the February 2020 board meeting were edited but approval will wait for all to review the edits. Postponed until April 2020.

**2. ARC appeal** – Homeowner attended to discuss appeal from ARC regarding proposed fence on property requiring variation from handbook guidelines. Additional private information contained in non-public notes.

**3. Due Process Hearings – none.**

### **4. Old Business**

. Cameras at the Pool/Parking Area: previously tabled until March 2020 was tabled until April 2020.

- a. Insurance Update:
  - i. Umbrella Policy proposal has been offered. Discussion postponed until April 2020.
  - ii. Regarding subcontractors and the management of work for the HOA, the Board instructed Jacob to get quotes from companies regarding managing a variety of HOA needs involving grounds maintenance that does not currently fall under Brightview and clubhouse maintenance/ organization needs.
- b. Handbook Revisions –Betsy submitted to the Board new revisions and but additional work is required. A small group of volunteers will gather over the coming month to continue the revision process.

### **5. New Business:**

. A Homeowner requested additions to the exercise room. She asked for a mirror to assist in maintaining proper form and mats for stretching. Betsy moved, Katrina seconded and all were in favor of adding the mirror to the wall near the door upon entry. Jacob will arrange for the mirror to be installed and communicate with the homeowner. Mats will continue to be an item brought by the individuals for their personal use in the exercise room.

### **6. Committee Updates**

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

. Clubhouse Roof: Betty moved, John seconded the motion and all were in favor of spending \$500 for the clubhouse roof new rubber vent shrouds and caulking and for a new roof to the pool storage shed per David's email of 3/8/2020. The clubhouse roof has 30 year shingles and those appear to be in good shape and may last another 10 years, especially with the vent shrouds and calking update. The new clubhouse roof would be \$18k in today's dollars and that estimate should be added to our anticipated expenses tracking.

- i. Median work for the damage to the bushes at the Woodlake entrance. David arranged for the area to be cleared and replanting occurred on Friday 3/6/2020.
- ii. Annual Geese removal: There are significantly fewer geese this year, thanks in part to the harassment of those geese who attempted to settle here by David and Jim. Accordingly, it does not appear that we need to hire Goosebusters (our usual contractor) this year. David will continue to monitor the situation.
- iii. Tree Removal Work – David learned that WHOA has more Leland cypress trees on our property than expected, but we will not take action on them at this time.
- iv. Swimming Pool - For budgeting purposes, David advised the Board that due to flaking paint, we will need to paint or plaster the pool in Fall 2020. John asked David to obtain quotes for both options of this work. This summer we can expect the pool to pass inspection and also for the water to look slightly milkier. The inspection is scheduled for April as is the staining of the pool deck.
- v. Dead Trees on HOA and Owner property – David provided thorough review of sick Leyland Cypress trees within our community both on homeowner and HOA property. John moved that Jacob send letters to all property owners that the Leyland Cypress tree on their property and need to be taken down. Furthermore, information in the newsletter, in an insert, about 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.
- vi. 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 in March 2020.
- vii. 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.
  3. March 2020 – it has been removed.
- a. **ARC Requests:** See above.
  - b. **Neighborhood Watch:** No update.
  - c. **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 reservation before 30 days, we are on hold for that reservation. Betty communicated with the Board when we need to have our summaries ready for the newsletter and she hopes to send the review for all this weekend. Betty will also coordinate for nominations for the David White Service Award with the expectation of presenting that at the annual meeting.
  - d. **Recreation Committee:** Annual spring egg hunt is scheduled for April 11.

## 7. Financial Report

- . February 2020 Financials –All was reviewed and looks good.
- a. Aged Owner Balances – in non-public notes.
8. **Violations, Delinquent Payments, and Foreclosed Property** - Non-public notes
9. **Open Forum:** No attendees.
10. **Meeting adjourned** 9:09 pm. John moved to adjourn the meeting, Betsy seconded the motion and the motion unanimously passed.
- . Interim private meeting scheduled for March 17, 2020 at 7pm on the ARC appeal brought before the board tonight. Board members will visit the home in question and come prepared to rule on the appeal from ARC.
- a. Next regular meeting scheduled for April 14, 2020 at 7pm.