

WHOA Board of Directors – Meeting Minutes for May 12, 2020 Meeting

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

Absent: John Cambier (President).

1) Call to Order/ Approval of prior minutes

- a) Meeting was called to order by the Vice President at 7:07 pm. The meeting was held virtually via Zoom due to pandemic and social distancing orders.
- b) Minutes of the April 14, 2020 were approved unanimously.

2) Due Process Hearings – None.

3) Old Business – none

- a) Cameras at the Pool/Parking Area: previously tabled until May 2020, tabled again as it is unclear if/when the pool will open in this pandemic. Jacob shared speculation that pool openings may be permitted after 5/22/2020, but we do not know the restrictions on pools (ie: allowing only restricted numbers of attendees, additional sanitation required and oversight by a person at all times). Stillwaters cannot provide these services for all our usual operating hours, but Jacob was instructed to obtain quotes for what Stillwaters can offer for hours to oversee the pool. James offered that perhaps David's new business might want to offer these services.
- b) Insurance Update:
 - i) Umbrella Policy proposal has been offered. Discussion postponed until June 2020.
 - ii) The BOD reviewed issues regarding subcontractors and the management of their work for the HOA. CAS and David White submitted contracts to serve the community as a community manager. David would create a legal entity and hire subcontractors to work for his business. CAS' quote was about \$16k, David's quote was \$12k. Jacob recommended hiring David due to his meticulous nature and his history of providing these services for Woodlake. Donna moved to contract with David for these services, James seconded, Betsy abstained, and the motion passed unanimously.

- c) Handbook Revisions –Betsy submitted to the Board revisions, but additional work is required. A small group of volunteers intended to gather over the month of March to continue the revision process, but given the pandemic and volunteers’ other responsibilities, the volunteers were not able to meet. The handbook revisions will be completed over the summer months.

4) New Business

- a) None.

5) Committee Updates

- a) **Building and Grounds** – David White attended a portion of the meeting to provide an update from this committee.

- i) The group is not meeting during this pandemic.
- ii) Tree Removal Work – City has said that they will remove dead trees in the right of way on the property on Highrock, but did not give a timeline. David and Jacob are working with the City because there are 6 trees that should come down due to the disease.
- iii) Swimming Pool Painting – Board reviewed Pearl and Stillwaters proposals for plastering or painting the pool quote. David will work on getting another quote for plastering. Aiming to be done this fall and decision should be made by July meeting. We are ready and prepared to open the pool when it is allowed by the City/County.
- iv) Lake Pond/Pumps -new lake aerator pump and a timer are scheduled to be installed this month and the recirculation pump was cleaned out/ working properly but isn’t currently being run.

b) ARC Requests:

- i) April 2020: Chairman Steven Sosebee requested some assistance with Smartwebs because the CAS management system does not communicate well with Smartwebs, and Smartwebs emails aren’t going out well and are stuck in homeowners’ junk mail. The system costs our HOA \$170/quarter and organizes all our ARC requests. Board asked the ARC Chairman and Jacob to consider how to make the current system work well or to submit clear alternatives for the continued processing of ARC applications.
- ii) May 2020: Jacob will connect with Steven, but things do seem to be working better.

iii) A neighbor contacted Jacob regarding the holiday decorations up around the community and those being out of timeliness with the community rules for removing them within a time of that season. Betsy moved, Betty seconded and all were in favor of suspending our handbook rules regarding the community decorations during the pandemic, as is consistent with communities across the country. All were in favor and the motion passed.

c) **Neighborhood Watch:** No update.

d) **Communications** –Annual meeting has been postponed due to pandemic. Food events coordinated by Betty are running and our community is enjoying this opportunity to eat well and support local restaurants. Betty will draft an update to the community regarding the delayed opening of the pool and the BOD’s attention to the upcoming requirements for opening.

e) **Neighborhood Watch** – Jim reported a gun shot occurred in Lake Village into an occupied home. Nothing further is known at this time.

f) **Recreation Committee:** All gatherings have been cancelled due to the pandemic. Community activities like playing bears in windows so children can eye-spy bear hunt have been welcome.

6) **Financial Report**

a) April 2020 Financials –All was reviewed and looks good.

b) Aged Owner Balances – in non-public notes.

7) **Violations, Delinquent Payments, and Foreclosed Property** - Non-public notes

8) **Open Forum:** Stacy Tantum attended in the beginning of the meeting to inquire about serving on the Board, as she has previously. The BOD discussed the current pros/cons, hours required, etc.

9) **Meeting adjourned** 9:11pm. Betsy moved to adjourn the meeting, Katrina seconded the motion and the motion unanimously passed.

a) Next regular meeting scheduled for June 9, 2020 at 7pm.

b) Due to the new and dynamic issues raised during this pandemic, the BOD set Tuesday May 26th at 6pm as the reserved date in the event we need an additional meeting before our next regular May meeting.

c) Annual meeting – our usual annual meeting in Spring has been postponed. The BOD would like to host a Zoom meeting in early summer, with an in person meeting when more restrictions are lifted.

Due to additional changes with the pool opening, we will wait to have the Zoom meeting until more is known.

***Non-Public Notes Follow**