

# *WHOA Board of Directors – Meeting Minutes for February 09, 2021 Meeting*

**Present:** Betty Turnbull, Elizabeth (Betsy) Martin, Adam Friedman, Jim Fleming, Katrina Portwood, Marine Bellucci, Amanda Sosebee, T.R O'Neill (CAS), Jacob Hildebrand (CAS).

**Absent:** Crystal Harden, Jermaine McGill

**Community Members:** David White (Buildings and Grounds Committee Chair), Steven Sosebee (ARC member), Marcia Trenter (community member).

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

- a) Meeting was called to order by Betty Turnbull at 7:12pm. The meeting was held virtually via Zoom due to pandemic and social distancing orders.
- 2) **Approve Minutes** –Betsy moved to approve the minutes of the January 12, 2021 Board meeting, the motion was seconded by Amanda, and the edited minutes were approved unanimously.
- 3) **Due Process Hearings** – None.
- 4) **Old Business:**
  - a) Cameras at the Pool/Parking Area: Discussion previously tabled, will continue to be tabled until the pool is scheduled to open.
  - b) Handbook Revisions: The Board as well as the Architectural Review Committee have reviewed the updated Handbook. ARC member Steven Sosebee offered several suggestions to expedite the ARC approval process for minor home adjustments that have no impact on property value. Betsy and Steven will discuss offline to agree on the corresponding language and finalize the Handbook. The Board provided additional feedback to Betsy on wording.
  - c) NABR as new Platform: The NABR website is currently under construction and should be fully functional by the March Board meeting. The ARC committee will provide feedback to the NABR staff on how to customize the platform for ARC applications. Once the NABR platform is satisfactorily implemented, our subscription to Smartwebs will be cancelled.
  - d) 2021 Pool opening: Findings from the pool committee meeting held in January were shared with the Board. The cost for hiring a pool attendant to monitor and clean the pool area depends on several factors, including the number of days per week, the number of hours per day and the number of weeks the pool will be open for. Additional details related to sign up sheets and waivers were also discussed. To refine a proposal and get a better idea of

the budget needed to open the pool, a survey is currently being drafted and will be sent out to our residents via listserv and Calibr (CAS email system). Results from the survey will be reviewed at the next Board meeting and will allow the Board to fully assess the needed budget and logistics for opening the pool.

Betsy went over the legal questions that were asked to our Woodlake attorneys regarding opening the pool and how to handle potential violation of rules.

#### 5) **New Business:**

- a) Minute Taker for March Meeting: Since Marine, our secretary, will not be able to attend the next Board meeting, Betsy will take the minutes in March.
- b) Board announcement: Jermaine McGill has resigned for the Board. The Board discussed options for filling Jermaine's seat, and determined not to appoint anyone yet.

Our new CAS manager is T.R O'Neill.

#### 6) **Committee Updates**

- a) **Building and Grounds** – David White provided a detailed overview of the condition of the trail, and a proposal for trail repairs including a prioritization plan and cost estimates for new pavement. Trail repair expenses are generally resourced from our capital expenditures; a decision as to when to do the repairs and which repairs to do and in which fiscal year must be decided in light of the unplanned, unbudgeted additional expenses of opening the pool and adhering to COVID-19 required protocols. In the meantime, David will organize several walks on the trails with several Board members in the next couple of weeks, to explain his observations and justify the scope of work on each segments of the trail. David will work with a contractor to generate cost estimates broken down per section of trail. This conversation will continue at the next Board meeting.
- b) **ARC Requests** – The Board accepted Alexa Griffiths to serve as member of the ARC Committee.
- c) **Neighborhood Watch** – No updates.
- d) **Communications:**
  - i) **AGM Date:** The Board is considering having our Woodlake attorneys or CAS as moderators for our upcoming annual general meeting. T.R. will contact the attorneys to inquire about their cost and availability for April dates.
- e) **Recreation Committee** – No updates.

#### 7) **Financial Report:**

- a) January 2021 Financials: Financials were reviewed, all is consistent with expectations.

- b) Aged Owner Balances: In non-public notes.
- 8) **Violations, Delinquent Payments, and Foreclosed Property** – in non-public notes
- 9) **Open Forum:** No attendees.
- 10) **Meeting adjourned:** 10:07 pm Betsy moved to adjourn the meeting, Betty seconded the motion, and the motion unanimously passed.
  - a) Our next regular Board meeting will be on March 9, 2021 at 7pm.

**\*Non-Public Notes Follow**