

WHOA Board of Directors – Meeting Minutes for June 9, 2020 Meeting

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

Absent:

1) Call to Order/ Approval of prior minutes

- a) Meeting was called to order by the President at 7:04 pm. The meeting was held virtually via Zoom due to pandemic and social distancing orders.
- b) Minutes of the May 12, 2020 and May 26, 2020 were edited and approved unanimously.

2) Community Participation:

- a) **Frank Cahoon:** attended the meeting, was dissatisfied with the information provided to the community regarding the pool. Is satisfied now regarding the community information provided and stayed in the public meeting to listen and learn. He will continue to attend meetings as an observer.
- b) **Crystal Harden:** attended the meeting to discuss a situation that arose regarding the removal of another neighbor's about a protest and prayer service on Sunday following George Floyd's murder by police. Crystal has been in Woodlake for 4 years, has been at Morehead Planetarium for 12 years and will graduate with her doctorate next year. She is the mother of two and is also a beloved grandmother. Crystal is African-American and she was generously willing and found it important to put a face and a voice to the trauma that is and has happened in the years of racism in this country, and the privilege about the offensive and insensitive position of relying on rules above the more important focus of lifetimes of human rights violations. Crystal raised important feedback about how the Board/ the Admins of the FB group could respond, and would have appreciated first the acknowledgment of the import of the event and the value of African American perspectives in Woodlake. A future template might be: "Chris, we agree, we are concerned about the experiences of African Americans in Woodlake. Our rules don't permit posting about these protests and we would like to revise the rules to reflect that." The response from FB Admins focused on the rules and the need to revise them but missed the important step of validating the importance of African Americans in our community and ensuring they are welcome and valued. Crystal used up an intense amount of emotional labor to offer her perspective. The Board is grateful for Crystal's work on FB and with the BOD to enlighten our community. Board members, and Admins of FB, apologized to Crystal and those apologies were accepted. Moving forward, the FB page will be clearly separated from the BOD, the BOD will have a handle so that no person is acting on behalf of themselves when they

speak for the BOD, and Katrina and Crystal will work together with a task force of community members to create new rules regarding posting on the FB page, which will not be overseen by the BOD of the HOA as the page will be independent and community run.

3) Due Process Hearings – None.

4) Old Business – none

- a) Cameras at the Pool/Parking Area: previously tabled, as it is unclear if/when the pool will open in this pandemic, but is maintained on the agenda if it is needed.
- b) Insurance Update:
 - i) Umbrella Policy proposal has been offered. Discussion postponed until July 2020.
- 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.

5) New Business

- a) Pool Opening: John summarized other area pools (who have full time attendants in Durham) and how they are responding to the pandemic and Phase 2 rules. There are several issues needed to be addressed:
 - i) Cleaning Issues:
 - (1) We have already established no guests, but the BOD generally agrees that if we opened we would have no furniture and people would need to bring their own/ spread out their own towels. While volunteers could be a solution for some issues, generally the BOD is more comfortable with hiring a cleaner or group of cleaners and having a clear contract to ensure we are in compliance with the Phase 2 rules. The BOD discussed whether the person would be hired 12 hours/ day (\$13k/ season), or someone who would come and go in segmented blocks of cleaning (at least every 4 hours). Given the other constraints, no clarity was reached but Betty will talk with David White about hiring a person or two or more to cover the hours we open – either 12/day or in blocks of 4 hours at a time.
 - ii) Scheduling Issues:
 - (1) The Board considered all day options vs reservations by hour by hour, addresses per day etc. The Board will look into a variety of options so that we have the logistics ready if we decide to open.
 - iii) Capacity Issues: Michael, our pool operator and contractor, let us know that the Phase 2 maximums are 50% of our capacity means 27 people in the pool and 75 on the pool deck, but noted that because it is hard to

- regulate who is in the water and who is on the pool deck, many communities are using just the pool number as the total number (27).
- iv) Insurance Issues: We have been told that we likely have no insurance coverage (because viruses are exempted from the liability coverage), then we also may not have coverage for the cost of defense of any such lawsuit.
 - (1) If we opened, we would want a waiver specifically about COVID19 drafted by competent counsel to add to our usual waiver and agreement.
 - (2) Jacob will ask Hope Carmichael, our attorney regarding whether the home owners would be liable through special assessment for any potential liability or defense costs that are not covered by our insurance or whether the HOA's assets are the only reach of that community. Betsy will forward information to narrow that question for Hope.
 - b) Clubhouse Parking Lot Opening:
 - i) The Board discussed and Donna moved, Katrina seconded and all agreed to open the parking lot, effective immediately. Betty will set up a Woodlake BOD FB handle to communicate that information for the community and will post it to our email listserve as well.

6) Committee Updates

- a) **Building and Grounds** – David White emailed an update from this committee.
 - i) The group is met with social distancing and did some pruning and clean-up work.
 - ii) Tree Removal Work – complete.
 - iii) Swimming Pool Painting – Board reviewed Pearl and Stillwaters proposals for plastering or painting the pool quote. David is working 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 week!
 - v) A new footpad was installed at a bench along the lake and was warmly received by residents.
- b) **ARC Requests:** A question was raised about chickens and since the covenants discuss household pets vs. farm animals but the county and city rules permit chickens, given these differences, the BOD directed ARC to follow the handbook and ARC may approve chicken coops.
- 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 following tonight's meeting. The Board will meet again on Friday at 7pm to review the pool opening options.

e) **Neighborhood Watch** – No update.

f) **Recreation Committee:** All gatherings have been cancelled due to the pandemic.

7) Financial Report

a) May 2020 Financials – The costs of the newsletter were removed from administration to communications, and all else was reviewed and looks good.

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

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

9) **Open Forum:** See above.

10) **Meeting adjourned 9:39pm.** Betsy moved to adjourn the meeting, Katrina seconded the motion and the motion unanimously passed.

a) Next regular meeting scheduled for Tuesday, July 14, 2020 at 7pm.

b) Due to the new and dynamic issues raised during this pandemic, the BOD set Friday June 12 at 7pm to address the pool opening questions.

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. Jacob will obtain information from the Board regarding how we can hold a meeting during the pandemic and if we can have voting remotely.

***Non-Public Notes Follow**