

# *WHOA Board of Directors*

## *Meeting Minutes for December 14, 2021*

**Present:** Betty Turnbull, Katrina Portwood, Elizabeth (Betsy) Martin, Kristin Hart, Jim Fleming, Alexa Griffiths, Wyatt Upchurch, Jabari Myles, Fabio Beltramini, Cecilia Williford Gray (CAS).

**Absent:** None.

**Community Members Attending:** None

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

- a. Meeting was called to order by Betty Turnbull at 7:04. The meeting was held virtually via Zoom due to pandemic and social distancing orders.
- b. Jim moved, Alexa seconded, to accept the amended minutes from the November 2021 Board meeting, as amended. The motion was approved unanimously.

### **2. Due Process Hearings – None.**

### **3. Old Business:**

#### **a. Cameras at the Pool/Parking Area & Gate System replacement (December update in bold):**

- i. June 2021: The Board asked T.R. to head a sub-committee to consist of himself, David White, and Michael James of Pinnacle to investigate options. It was decided that we want a live video option as part of any camera/gate solution.
- ii. July 2021: TR had three company quotes for replacing our gate access system to provide four cameras on site (2 on pool, 1 front of clubhouse, 1 on playground). The quotes ranged from \$8k-\$11k and this includes new cards for the whole community. TR will send that information to the Board, and Betty, Jim, David White, and Charles Martin will discuss with TR the options for updating the systems. A new gate system is not expected for this pool season but for the 2022 season.
- iii. August 2021: The Task Force is considering these options but has no recommendation yet.
- iv. September 2021:

1. Gate System: Betty presented that the Task Force considered three quotes; the Task Force recommended Sonitrol \$7,198.20 to install a new gate with a \$96/mo maintenance support fee with lifetime coverage of parts/labor and includes weekend/holiday service.
  2. Cameras: Betty noted that the Task Force also recommends having cameras at the pool. The community has had repeated incidents by teenagers who jump the gate at the pool. The police have told them to leave. Our pool contractor has also confronted them and asked them to leave. The Task Force recommended using only 2-3 cameras of a home service level rather than a more extensive business system. It was recommended that the video stream availability would be limited to the community manager, pool company, and board members involved with pool management but not the board in general. We could have one camera on the roof of the bathrooms pointing towards the pool, another pointing towards the parking lot, and a third on the clubhouse roof and overseeing the whole pool. This set up would total ~ \$2500 for equipment and installation with a low monthly fee. Wyatt noted that he has a connection with a neighbor who may be able to secure cameras at a lower rate. Betsy noted that the Board had not previously decided for sure that we would do cameras at the pool, but that it was a recommended item to consider. Wyatt will work on reviewing options.
- v. **October 2021:**
1. Chris Burton, a resident security expert, volunteered to review the options for cameras at Wyatt's request and said that wired is better for security purposes. Cecilia and David also received additional proposals. The committee will reconvene to review and make suggestions.
  2. Jim moved, Jabari seconded, to accept the Sonitrol system as bid and award them the contract to install the system this year. Motion passes with 8 in favor, 0 opposed, and one abstention (Fabio).
- vi. **November 2021:**
1. Cameras: The sub-committee (Charlie Martin, Jim Fleming, David White, Betty Turnbull), will meet with Chris Burton and make a recommendation for camera installation to be presented to the board.
  2. Gate System: The new pool gate system is scheduled for installation on Nov 18. The exercise room will be offline that day. Residents who currently use the exercise room and will have key fobs sent to them. Jim will post a sign at the exercise room with information for receiving a new key fob; Betty will send out an email to the community. The majority of key fobs will be distributed as part of the pool registration process for the 2022 pool season.
- vii. **December 2021:**
1. Cameras: Wyatt will head up the sub-committee to finalize a recommendation.
  2. Gate System: The new system is installed. Regular users and board members have been issued keys. Key fobs will be distributed to other users as part of registration for the summer pool season.

#### 4. New Business:

- a. **Exercise Treadmill:** Sean will be replacing the drive belt on the treadmill.
- b. **Clubhouse Charter cable/TV:** We currently subscribe to Charter cable / TV for ~\$54/month for the club house and exercise room. Jim will research alternatives to the cable subscription such as Roku/Fire Stick/smartTV. **Jim moved to cancel the Charter cable service at the end of the current billing cycle. Alexa seconded. The motion passed unanimously.**
- c. **Camper storage on property:** Fabio moved to revert to pre-pandemic policies for campers.

*(12.3 Trailers, Boats, Motor Homes, Campers, and Commercial Vehicles and Equipment. Trailers, boats, motor homes, campers, and commercial vehicles and equipment shall not be parked within the Community (common areas or public/private streets) or on the property (yard or driveway) of the homeowner outside of the garage or other ARC approved enclosed structure, without obtaining prior approval from the Board through the management company.)*

Members who currently have campers in their driveways should move their campers or apply for an exceptional circumstance exemption within 30 days. **Jim seconded. Motion passed unanimously.**

#### 5. Committee Updates

##### a. Building and Grounds:

##### i. Paving:

1. *September update:* Raleigh paving is running short on staff and is having supply chain issues. David plans to use some of the pulverized asphalt around the community as shoulder material around the trail and other areas to ensure it does not just go to the landfill. The pulverizing of the trail will go 5 inches down and should address roots under the trails; installation of 6 new drains and some larger culverts should help with drainage issues in the selected locations.
2. *October Update:* The trail repair work has been delayed.
3. *November Update:* The trail repair work continues to be delayed by 'supply chain' issues.
4. *December Update:* Raleigh paving is rescheduled until March of 2022.

ii. **Playground stairs:** Will be repainted in June

iii. **Memorial Bench:** David is waiting for response from family to proceed

iv. **Repainting pool deck:** The current paint on the pool deck has not held up well and should be repainted before pool season opens.

b. **ARC Committee** – no update

c. **Neighborhood Watch** – no update.

**d. Communications** – no update.

**e. Recreation Committee** –

- i. Light Up Woodlake will be a winter lights contest to be held at the end of December. One or two winners will receive a gift certificate to a local business.
- ii. A Woodlake Recreation Facebook account (Rec Woodlake) has been created.

**6. Financial Report:**

- i. *Aged Owner Balances:* In non-public notes.
- ii. *Balance sheet:* Jim noted that the report looked as expected.

**7. Meeting adjourned:** Jim moved, Wyatt seconded, to adjourn 8:08 pm

- a. Our next regular Board meeting is scheduled for January 11, 2022 at 7pm. Beginning in February, board meetings will be on the THIRD TUESDAY of each month at 7:00 pm.