

WHOA Board of Directors

Meeting Minutes for March 15, 2022

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

Absent:

Guests: David White (Buildings and Grounds Committee Chair)

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.
- b. Alexa moved, Jim seconded, to accept the minutes from the February 2022 Board meeting. The motion was approved unanimously.

2. Due Process Hearings – in non public notes

3. Old Business:

- a. Distribution of pool access from: Cecilia will make some minor adjustments to the form to make it clear that people should not allow unauthorized guests access to the pool area.
- b. Redraft by-laws: Cecilia is waiting for a response from the attorneys for an estimated cost quote for rewriting the WHOA by-laws to reflect current legal considerations and best practices for neighborhood associations.

4. New Business:

- a. Annual Meeting: The board discussed if the annual meeting should be held in the spring or fall and decided to have it in the fall again this year.
- b. Board elections: At the last election the board members were elected by acclamation. As a consequence, it is unclear who is up for election this year. After a lengthy discussion, the issue was tabled until next month.
- c. Member access to meeting: After a discussion of how to better provide member access to board meetings it was decided that hearings and other non-public matters will be held from 7-7:30 and that the public portion of the meeting would begin at 7:30. Notification of the regular board meetings will be sent out through the listserv.

5. Committee Updates

- a. **Building and Grounds:** David offered the following written report:

- i. **Clubhouse Painting and Repairs:** Painting and repairs to the clubhouse exterior were done by Bercon during the first week in March. A summary of expenses is: Pressure washing - \$645; Painting - \$5,095; Repairs to siding and trim - \$1,885.

There is still some 'punch list' painting to be done and the two windows above the front clubhouse entrance need to be replaced. Bercon has provided a cost proposal to replace the two windows of \$2,883 with delivery of the windows approximately 16 weeks out. Wyatt Upchurch and I are examining other options for window replacement. Wyatt and I have also discussed installation of conduit to protect the Google Fiber line that is tacked to the north side of the clubhouse.

- ii. **Grounds:** All of the late winter maintenance work covered by the Brightview contract has been completed. Roughly half of the junipers at the clubhouse entrance have died during the past 2-3 years. I have asked Brightview for a proposal to replace these junipers with something more durable but it has not been received. I've also asked Brightview for suggestions on what could be done to improve the appearance and reduce the amount of maintenance needed at the Forest Ridge and Woodlake Drive entrances.
- iii. **Trail Repaving:** Raleigh Paving has provided an estimate of mid-April for the trail repaving. However, they are still experiencing supply chain issues and the cost of asphalt has increased due to cost increases for petroleum. I am staying in touch with Raleigh Paving and will keep the board informed.
- iv. **Pool Work:** There are some cracks in the pool deck concrete that need to be repaired as well as an ongoing problem with weeds growing in the deck's expansion joints. I have talked to Pinnacle about filling the joints with caulk to eliminate the weed problem. Pinnacle has provided a proposal to fix both problems of \$661.

CTI is scheduled to repaint the wooden deck starting on April 4. This work is being done under the 2-year warranty on CTI's work in 2020.

- v. **Camera System:** Wyatt Upchurch and I have met to discuss electrical wiring to keep the cameras charged and getting the cameras installed.
- vi. **Volunteer Activities:** Volunteer events were scheduled for Saturdays so that younger residents (under age 65) could participate. The volunteer event on March 5 went well but everyone who showed up were seniors. There were a few younger residents who had indicated that they would help on March 12, but the event was postponed due to weather until April 9.

b. **ARC Committee** – no update

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

d. **Communications** – no update.

e. **Recreation Committee** – Kristin reported:

In person events are under evaluation. The next big event will be the July 4 parade.

f. **Sustainability Committee** - Fabio reported the committee has narrowed their scope. Committee members have decided to focus on particular areas of concern. Helen is taking the lead on accessing the vendors' process for maintenance of treatment and the chemicals used. Lauren is taking the lead on providing the community with educational activities. Fabio is taking the lead on developing recommendations for changes to the handbook concerning the amount and frequency of chemical spraying.

6. Financial Report:

- i. *Aged Owner Balances*: In non-public notes.
- ii. *Balance sheet*: Jim noted that the report looked as expected. He reviewed the bank statements since he has been on the board and found no inconsistencies.
- iii. Jabari has generously offered to create some visual method for interpreting our financial data

7. Meeting adjourned: The president ended the meeting at 9:15 with no objections.

- a. Our next regular Board meeting is scheduled for April 19, 2022 at 7pm.