

# *WHOA Board of Directors*

## *Meeting Minutes for June 21st, 2022*

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

**Absent:**

**Guests:** Caleb Hall

**Community Members Attending:** Caleb Hall

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

- a. Meeting was called to order by Betty Turnbull at 7:02. The meeting was held virtually via Zoom.
- b. Kristen moved to accept and Betsy seconded the minutes from the May 2022 Board meeting. The motion was approved unanimously.

### **2. Homeowner Forum:**

- a. Pride Block Party July 16th: Caleb Hall attended to discuss a Pride block party on July 16th on Tippecanoe Ct and to ensure that they do not require permission from the HOA.
  - i. The following was provided by Caleb prior to the meeting:

My name is Caleb Hall. I am a Woodlake resident at Tippecanoe Ct. My neighbor April Walton and I are organizing a Pride Event/ Drag Show for our community and wanted to reach out about the possibility of using the clubhouse to host the event.

Here are the details we have so far:

The event would be July 16th in the afternoon/evening (exact time is TBD).

Churba Churba (a food truck owned by another resident on Tippecanoe Ct.) will be serving food at the event.

We will have a bouncy house for the kids

We will also have beer provided by a local brewery. We are working with the idea of having the brewery come out and serve the drinks themselves so we can have use their off site liquor license.

There would be a drag queen story time and a few performances from myself and a neighbor in drag. All proceeds will be donated to the LGBTQ Center of Durham.

I spoke with Elizabeth Martin about the possibility of using the clubhouse. She mentioned that the board might be able to waive the clubhouse fees since this is a nonprofit community event that benefits a local Durham organization.

- ii. The Board discussed, but given that the event is not being held on HOA property, we concluded the event is not governed by, or associated with, the HOA. The board did instruct Caleb that the event may be subject to Durham County rules and regulations. Caleb asked whether residents could post signs along the paths in the neighborhood and the Board agreed that one sign per lot is permitted and thus no additional approval would be required.

Commented [1]: this is betsy

Commented [2]: This is Betty - A suggestion to add that Caleb said they had decided not to use the clubhouse but to use their yards and cul-de-sac.

Commented [3]: this is betsy

- b. Library at Forest Ridge and Tahoe: Betsy moved to approve a small library, Wyatt seconded and the vote passed unanimously.
  - i. Context: Diana Tursi had put to the Board that some Woodlake neighbors have expressed interest in building a new Little Free Library along the trail at Forest Ridge and Tahoe.
- c. Large venomous copperhead -
  - i. Context: There have been sightings of a large, venomous copperhead snake located by the "dinosaur" rock on the trail between Woodlake drive and forest ridge. Since many young kids like to play at that spot and walk that trail, could the homeowners association please arrange to remove the snake?
  - ii. Betsy motioned to put up a "beware of snake" sign, and to notify the neighborhood requesting that they alert the board if they see the snake. If a board member is able to go to the snake, they will call Cecelia and try to have the snake removed. - Betsy to craft the neighborhood announcement
    1. Alexa seconded the motion
    2. Wyatt volunteered to source and install a "Caution watch out for snakes" sign at dinosaur rock
    3. Motion passed unanimously

### 3. Old Business:

- a. By-Laws Revision: Cecilia contacted James H. Slaughter to review our current by-laws and provide an estimate for revision or rewriting them. Betsy will work with Slaughter (Jim) to help outline the scope of the work and will bring back a proposal and cost estimate to the board.

- i. Fifty percent of the members of the association must vote to approve any changes to the existing by-laws or the creation of new by-laws.
- ii. Update: The by-laws provided by James H. Slaughter are more modern (ex. voting by email), Betsy is working to provide a summary of the differences in the bylaws to present to the board. Betsy and Jim Fleming will meet to review Betsy's redline of the bylaws to make suggested changes for the Board's review.

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#### 4. New Business:

- a. Pool Access: Pool access cannot be denied to a member of the community without a hearing, but we've had members of the community who were surprised they were being foreclosed on since they still had access to community things like the pool and clubhouse.

#### 5. Committee Updates

##### a. Building and Grounds:

- i. Trails: The trail repaving work has been completed but there is a significant amount of cleanup work needed (cleanup of dirt piles, roots, and pruned branches, finishing of culvert installations). Mark Germana and David White are doing most of the work with support from volunteers. The goal is to have the cleanup work completed within the next week.
- ii. Tree Removal: There were three trees significantly damaged by recent windstorms. David White received quotes for removal of these trees from Treeist and Bartlett and have asked Treeist to get this work done as soon as possible. (Treeist was the cheaper of the two quotes) There is additional (non-emergency) tree work that needs to be done that we are awaiting bids for.
- iii. David will also be spraying for poison ivy, nutsedge, Virginia buttonweed, and Japanese stilt grass.

##### b. Sustainability Committee:

- i. No Mow May: From a walkabout of a neighborhood it appears that  $\frac{1}{3}$  of houses participated in no-mow-may
  1. Two of the three no-mow-may signs were taken between May 24th and May 25th - this was not captured on the clubhouse cameras.
- ii. Clubhouse parking lot usage:
  1. Fabio noted that people were using the clubhouse parking lot to perform car maintenance and not disposing of oil

properly - we will keep an eye on this and take action if it becomes worse

2. Jim noted that the parking lot has smelled strongly of urine recently.
- iii. Upcoming Plans: The sustainability committee is planning to create a survey to get a better understanding of homeowner priorities specifically with regards to changing handbook regulations

**c. ARC Committee**

- i. Organizational Updates: Carolyn will be stepping down as Chair in August, Donna Wolf is willing to step in as chair, and Carolyn will stay on the committee and fill it as chair when Donna is unavailable. This will require board approval.
- ii. Handbook Updates: They are working on creating a list of items in the handbook that need clarification and suggested wording.
- iii. General Notes: A member of the community requested a large number of trees be approved for removal - an attorney was called in as the homeowner was concerned about the liability of the trees should they fall.

**d. Neighborhood Watch**

- i. National Night Out: August 2nd is National Night Out - Betty and Colleen are planning an Ice Cream Social at the Club House that night
  1. There will be non-dairy and non-gluten options - they were in demand last year.

**e. Communications – no update.**

**f. Recreation Committee –**

- i. July 4th parade: The parade is still in planning. They hope to have ~12 volunteers to block off the streets. Kristen may reach out to Officer Knight to see if he wants to marshal the parade
  1. Popsicles at the clubhouse afterwards - grab and go
- ii. Community Picnic/BBQ: The BBQ is still on the books and planning will move forward soon

**6. Financial Report:**

- i. Balance sheet: Everything looks to be in order

**Commented [5]:** BETSY here: can someone shed some light on this part. I have only a vague memory of the conversation, but these notes make me question who called a lawyer and what that conversation was (did the lawyer call CAS or are we relying on what the community member said their lawyer said? Sorry, I'm confused.

**Commented [6]:** Betty here - This is National Night Out

1. Jim confirmed members are not being charged until their account balance reaches \$60, so that change is working as expected.
- ii. Visual Dashboard Update: Jabari presented a visual dashboard for presenting the HOA's budget and actual spending and will follow up with CAS and the finance committee to find the best way to perfect the spreadsheet going forward for a visual representation of our finances.

**7. Meeting adjourned:** Betsy moved to end the meeting and Wyatt seconded. The president ended the meeting at 8:39 with no objections.

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