

WHOA Board of Directors

Annual Meeting Minutes for Sept 20th, 2022

Board Members Present: Betty Turnbull, Kristin Hart, Alexa Griffiths, Fabio Beltramini, Jim Fleming, Elizabeth Martin, Wyatt Upchurch, Jabari Myles

Panel Guests: Donna Wolf, Hope Carmichael, David White, Cecilia Williford Gray

Community Members Attending:

1. Call To Order & Establish Quorum

- Hope Carmichael, the Parliamentarian and a representative from Jordan Price, called the meeting to order at 7:04 with 42 attendees.
- Quorum was established.

2. 2021-2022 Year in Review - Betty Turnbull, President

- Clubhouse Updates: the gate system for the pool and the clubhouse has been upgraded and Google Fiber internet has been installed.
- Major Trail Repaving - This was scheduled for 2020 but was unable to occur for various reasons (supply chain, etc) until this year, when it was completed.
- ARC - Online applications and a new process for handling said applications was rolled out which significantly reduced the turnaround time for applications.
- Bylaw Update - Betsy Martin
 - Covenants - These are tied to the land
 - Bylaws - Rules that govern the HOA
 - We are in the process of updating the bylaws for the first time since the HOA was established in the 1980s.

3. Election of (up to) Three Board Members

- Nominees:
 - Caleb Hall
 - Michael Linsenmeyer

4. Financial Report - James Fleming, Treasurer

- 2022 Finances:
 - Total reserves as of 8/31/2022 - \$184,900.64
 - 607 Homes total in the HOA
 - 2022 Total Income of \$234,606
- Expenditures from Largest to smallest:
 - Grounds
 - Admin - management contract, insurance, mailings
 - Reserve Fund Deposit - funds for periodic expenses such as the trail repaving
 - Pool & Clubhouse
 - Utilities
 - Other - Less than 1%
- 2023 Proposed Budget (has not yet been approved by the Board)
 - Total Expected income - \$233,296
 - More allocation for grounds, less proposed allocation for Reserve Fund Deposit

5. Nominations Closed:

- Betty moved to close nominations at 7:33, Jim seconded, there were 0 objections.
- Wyatt Upchurch motioned to appoint Caleb Hall and Michael Linsenmeyer by acclamation and Fabio Beltramini seconded. There were 0 objections and the motion passed. Caleb Hall and Michael Linsenmeyer were elected to the board.

6. Committee Reports

- Building and Grounds - David White
 - If you see an issue on the grounds, please reach out to ground@woodlakecommunity.com.
 - Approximately half of the HOA expenditures are for the buildings and grounds.
 - This year the trails were repaved, landscaping and the pool were maintained, lake maintenance was performed, and more trees were removed than has occurred historically. Going forward the rate of tree removal will likely continue to increase due to the age of the trees.
 - Contract work and internal expenditures - \$165,000 this year for grounds.
 - 2023 Projects:
 - Improvements to the lake shore near the playground and wooden bridge parallel to Lakeshore

- Tree Removal will continue
 - Culverts that were installed 20-25 years ago will need to be cleaned out
 - Landscaping and Lake maintenance
 - Pruning work is not contracted out - this is done by volunteers from the neighborhood gathering as needed. Volunteers are always welcome - please email grounds@woodlakecommunity.com if you are interested.
- Sustainability Committee - Fabio Beltramini
 - The goal is to balance short term activities with long term sustainability in all regards: climate, ecosystem, or even property values
 - The committee implemented a No-mow May Initiative - this encourages pollinators and biodiversity
 - Approximately 1/3 of houses in the neighborhood participated.
 - The committee is planning on a Leave the Leafs initiative in the Fall
 - A Sustainability Survey is in the works- 1. to help the board represent the interest of the community, 2. to guide future changes to the bylaws / handbook, 3. To get input from the community on what sustainability related activities there is interest in
- Architectural Review - Donna Wolf
 - Carolyn White (former ARC chair) and Donna Wolf (current ARC chair) made significant changes to the ARC processes and application processes.
 - Carolyn chaired the committee through the new process establishment but recently stepped down and Donna was appointed as chair by the board.
 - They created a phone application that allows the neighborhood to upload their ARC applications and allows the members of the committee to evaluate and approve the applications on the app itself. This significantly streamlines the application process.
- Recreation Committee -Kristen Hart
 - Cookie decorating kits in February for Valentines day were a hit:
 - 98 participants within 60 homes
 - Over 12 dozen cookies were packaged and delivered

- July 4th Parade:
 - Closed lakeshore from the clubhouse through Tahoe
 - Rated “Best day ever!” from a kid in the neighborhood.
- BBQ:
 - Tentatively planned for 5:30pm on November 5th at various points across the neighborhood.
- Halloween Events:
 - October 29th - Bring your carved pumpkins or paper bag to the lake and we’ll light them and enjoy the ambiance
 - Trick or Treating will be mapped again this year
 - House decorating contest will also take place
- December Event:
 - Sign up for the christmas caroling event and head to the clubhouse for apple cider
- January Event:
 - Still being planned
- Woodlake Field Day:
 - Neighborhood wide day of events for kids and adults. Tentatively planned to take place at the field at Piney Wood Park.
- Show kindness to neighbors and volunteers!
- Reach out to us at woodlakerecreation@gmail.com!!

7. Question & Answer Period

- Q: Are the roads maintained by the City or do we maintain them?
 - A; The roads are maintained by the City (except for the Townhome roads)
- Q. Are reserves made for each of the major items (pool, path, etc.) or just one reserve category?
 - A. There is one fund but different line items for each of the expected expenditure.
- Q. If there are multiple reserve accounts, are they fully funded by our HOA fee?
 - A. There is only one reserve account with individual line items for each capital asset. The reserve fund is funded by HOA dues primarily. Interest on the reserves contributes additional income as does rental of the club house and fees paid to the HOA when properties are sold in Woodlake. Unlike in some states like Florida, there is no amount that HOA’s in North Carolina are required to save for reserves each year. However, the Woodlake

board historically has attempted to fully fund the reserve account each year in order to avoid the need for special assessments.

- Q. Are the bylaw changes purely administrative? Are big changes expected? More restricting, less restricting
 - A. This is largely up to the board. Some of the recommendations are things like:
 - If we don't make quorum the next meeting has a reduced criteria to make quorum
- Q. I would like to know more about the air bnb houses that are in Woodlake. Is the HOA approved for rentals less than 1 or more months?
 - A. Airbnbs are ruled by the Covenants. In order to ban Airbnbs we would need to change our covenants which requires at least $\frac{2}{3}$ of community lot owners to sign off on the covenant change.
- Q. Any update on the WHOA BBQ date?
 - A. November 5th
- Q. For the Finance committee.... The slide said income for the HOA? Is that revenue or income? So 230,000 after expenses?
 - A. That is all total income - HOA dues, clubhouse rental fees, investments. In the HOA world total income is the budget.
- Q. Additionally, are the funds in the reserve fund being used? Or does it just sit there?
 - A. The funds are used whenever there is a major capital expense coming up. The funds are sitting in wait of an upcoming expenditure.
- Q. Are there plans to handle the lake stagnation and algae bloom?
 - A. Most of the algae is not harmful and can be difficult to control with the lack of rain. We are looking into more proactive mechanisms to prevent the algae and will talk to more contractors to investigate further.
- Q. Are the estimated future expenditures fully funded. Some HOA's only have to partially fund, within gov't guidelines, Then they have special assessment to cover "overruns"
 - Q. Rephrased: Do we have a reserve study and are we fully funding our reserve? There is no NC law regarding reserves.
 - Answer: This is very dependent on the Board. We tend to be conservative and 100% fund these expected expenditures. We have not had a special assessment within the last 22+ years.

- Q. Looking at the budget, I am curious about line item 7080 On-Site Coordinator. The actual amount is larger than the budgeted. What is this item referring to and why is there a difference between budgeted and actual?
 - A. Cost Category 7080 is for Woodlake's On Site-Contractor - This is David White who negotiates with contractors and oversees all of the work done in the neighborhood. The budgeted amount is allotted in 12 equal installments. However, work in the neighborhood is done at various times of the year. The discrepancy in the actual cost and the budgeted cost is thus due to when a job is performed and when the bill. is actually paid out.
- Q. A few neighbors and I are concerned about the high amount of renters in this community. Will there be a change to the law where it puts a cap on the amount of renters allowed for this community?
 - A. This is regulated by the covenants. Some communities have a cap, or a rule against renting, but our covenants do not have any such rule.
- Q. I am curious about the water quality of Woodlake itself for recreation purposes. Can we have the lake water tested?
 - A. The water is safe to enter, just muddy and has algae. With testing you have to know what you are looking for. We've tested nitrogen and phosphate levels in the past. The city periodically checks the water. Swimming is restricted by the HOA handbook due to overall safety concerns, not water concerns.

8. Keep In Touch:

- Woodlake Listserv
- Woodlake private FB page

9. Adjournment

- Welcome Michael and Caleb to the board!
- Special thanks to Jabari for participating in the board of directors.
- Betty motions to adjourn at 8:21 and Betsy seconded.