

WHOA Board of Directors

Meeting Minutes for September 19th 2023

Present: Wyatt, Kristin, Michael, Jim, Alexa, Cecilia, Fabio

Absent: Caleb Hall, Phillip Moser

Guests:

Community Members Attending:

1. Call to Order

- a. Meeting was called to order by Wyatt at 7:02

2. Bylaw Amendment Review

- a. Fabio motioned to approve the letter drafted to send to the community regarding the bylaw change. Alexa seconded, the vote passed unanimously.

3. Approve Minutes:

- a. Kristin motioned to approve the minutes as written for August and Fabio seconded. The vote passed unanimously.

4. Committee Updates:

- a. Arc Review
- b. Buildings and Grounds Committee
 - i. Pool furniture
 1. Michael and Phillip will use the recommendation from Pinnacle to survey the existing pool furniture and determine what needs repairs or replacement, and what else is needed.
 2. David suggests we create an ad hoc committee composed of people who use the pool heavily to weigh in on pool purchasing and replacements. David can provide a list of neighbors who heavily use the pool.
 3. David will verify with Michael from Pinnacle when they need the list of furniture to repair/replace.
 - ii. Pool Filters:

1. Kristin motioned to approve the pool filter at \$10,626.97 and Alexa seconded. The motion passed unanimously.
- iii. Decision on Landscaping bids for 2024
 1. The sustainability committee reviewed the contract, which states that weekly mowing should occur from mid-march to mid-november. Ultimately, changing the contract or getting more bids for the 2024 season would take more time than we have for this year.
 2. Fabio will put together some wording to use to approach the landscaping company, to indicate we would like to reduce lawn mowing and leaf blowing when possible, and prioritize other work to reduce emissions and our environmental impact, while continuing to keep our community well maintained.
 3. Fabio will also follow up with the sustainability committee to see if we want to change the contract or try to get more bids for next year's contract, to reduce environmental impact and also price.
- iv. Baby Pool
 1. Is the baby pool being used late season, or should we consider closing it early or during weekdays to reduce maintenance? Alternatively, is it worth getting a landscaping shade over the baby pool to reduce maintenance?
 2. A survey next year regarding the baby pool may be helpful to gauge how the neighborhood feels.
- v. Native Plant Gardens Updates
 1. Planting will begin in October
- vi. Clubhouse Renovation,
 1. Caleb will send an email update
- c. Welcome Committee
- d. Sustainability Committee:
 - i. Mowing and leaf blowing was the primary topic of last month's meeting.
 - ii. They are planning to continue the "Leave the Leaves" campaign this year.
- e. Neighborhood Watch:
 - i. We need more people to volunteer before this can get off the ground.

- f. Recreation Committee:
 - i. Sept 21st - Social night at Tobacco Woods
 - 1. >20 people have signed up. If someone pre-registered they were charged \$5, and if they attend last minute the cost is \$8. Tobacco woods charges \$8 per person.
 - ii. Neighborhood BBQ on Sept 23rd - the weather looks threatening, but the rain date is Sunday Sept 24th.
 - g. Finance Committee:
 - i. Draft 2024 Budget Review
 - 1. ~\$32k in basic checking account, \$158k in reserves
 - 2. Jim would like to move reserves into a CD. We are currently earning 0.03% interest in our current account.
 - 3. Audit Budget - Audit's are generally recommended, but due to the expense many communities choose not to, unless required by their bylaws. Woodlake last had an audit in 2018. Jim proposes we leave the audit allocation in the budget, in case we decide to do an audit.
 - 4. The board would like to keep the \$500 budget for the BOD (typically used for pizza for BOD monthly meetings).
 - 5. Dues increase: of \$1.57 (5%) to \$33.07 per month per household.
 - 6. Pool furniture: 2K for maintaining or purchasing pool furniture
 - 7. This would allocate \$31,640 to reserves, which does not fully fund the reserves, but is ~70% there. \$49K would be required to fully fund reserves.
 - 8. Kristin motions to accept the 2024 budget as presented by Jim (with the \$1.57 budget increase). Michael seconded. The vote passed unanimously.
- 5. Old Business:**
- a. Pool Filters? Old proposal attached. Pinnacle mentioned David said this had been approved. I see it referenced in the minutes for budget, but not official approval.
 - i. The board approved the pool filters
- 6. New Business:**
- a. Pool Contract 2024 renewal
 - i. The new contract is \$16,850.63 which the board approved.
 - b. Credit Card Payments

- i. Woodlake needs to come up with a new method of payment. Historically we have been using a personal credit card owned by a CAS member.
- ii. Jim made a motion that we secure a debit card with a max limit of \$500, Alexa seconded. It unanimously passed. Woodlake will secure a new debit card with Jim's name, to pay for the 4 recurring payments. CAS will hold the debit card:
 1. Google Drive- \$12 monthly
 2. Arlo- \$10 monthly
 3. Zoom- ~\$100 annual
 4. Topicbox \$16 monthly
- iii. Alexa to look into the Google Drive fee, specifically the use of Google Suite.

7. EXECUTIVE Summary

- a. Below

8. Meeting adjourned: Alexa motioned to end the meeting at 9:26 and Jim seconded.

- a. Our next regular Board meeting is scheduled for October 17th at 7pm.