

WHOA Board of Directors

Meeting Minutes for September 17th, 2024

Present: Donna, Fabio, Kristin, Deborah, Taylor, Derek, Cecilia

Absent: Michael, Phillip

Guests: David White, Wyatt Upchurch

Community Members Attending:

1. Call to Order

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

2. Approve Minutes: Fabio moved to approve the July minutes, as amended with Kristin's feedback. Kristin seconded. All in favor.

3. Business:

- a. **Little library:** Both Cecilia and Donna reached out. No one is currently taking maintenance responsibility. Wyatt mentioned he could maintain. The little library organization is offering to install a new one, but not maintain. The board agreed to have Wyatt maintain.

- b. **Backfilling Caleb's seat:** Donna recommended a new member: Sean Murphy. Donna will invite him to October's meeting, and we can make a motion to add him to the board at that time.

- c. **Board onboarding materials:** Cecilia will upload our old 2021 onboarding presentation onto the Google drive for new board members

d. October's meeting

- i. Will be hybrid at the clubhouse.
- ii. Kristin will bring a laptop to the clubhouse to host remote attendees.
- iii. Due process hearings are scheduled

4. Committee Updates:

a. Building and Grounds

i. Exercise room

1. The equipment is old and would need replacement (treadmill in particular), but the level of use (<10 people) does not justify the investment

2. Currently, the thermostat settings for exercise use imply an ongoing cost. We may want to consider if/when to wind down the exercise room.
3. We are able to individually control access to the room via the key fob system, e.g. to limit access to it as storage
4. Deborah moved that we close the exercise room as of January 1st, 2025, and redesignate it for storage use by HOA committees that need storage space (e.g. recreation, welcome). Kristin seconded. All in favor.

ii. Stormwater ditch on the back side of Tahoe

1. RFP/scope included either full-length (425ft), or limited to just “location 1”, behind (1517), and at the North end (behind 5909)
2. David got 3 proposals for the work: Brightview provided estimates for full (\$33,792) and limited, TLC provided estimates for full (\$29,980) and limited, but David is unsure how well they understand the work. Dragonfly Pondworks provided an estimate per linear foot, with the full estimate being \$42,725
3. Kristin moved to approve \$35,000 for Brightview to take on the full-length work (their quote plus additional for fill material). Donna seconded. All in favor.

iii. Pool & Clubhouse

1. **Pool skimmer** requires repairs. Michael James will work on the repairs. Costs should not be significant, below \$1k.
2. **New plants in front of the clubhouse** - The area is currently largely dirt. David will be trying out new plants, within the existing B&G budget
3. **Back of the baby pool needs leveling** to remove a trip hazard. Hard requirement to fix before opening the pool next year.
4. **Replacing water heater** would come out to approximately \$2k (removing gas, permit, running new electric line, new unit). Gas cost is approximately \$650/yr. Bathroom space heater in winter could be bought for <\$300.
5. **Pool umbrellas** - need light repair, replacing pins

6. **Toilet partitions** - They are rusted. Although we could replace them, it is very expensive. Wyatt suggests sanding and painting.
 7. Other options discussed: LED lighting, water bottle fill station, ceiling fans, soda machine removal, lattice repairs
 8. The board requested that Wyatt get final quotes for the work on both heaters, concrete leveling, and lattice repairs.
 9. We will plan to follow up on painting the toilet partition and LED lighting at the beginning of 2025.
- iv. Wyatt has signed his contract, ready for Donna to sign as well.
 - v. David also signed his contract. There have been changes to his costs, from 12% -> 5% markup, and \$40 -> \$45 hourly rate. Deb moves to approve. Kristin seconds. All in favor.
 - vi. David plans to organize volunteers to remove English ivy (and to encourage homeowners to do so as well)
- b. Sustainability Committee: No updates from the committee. Cecilia confirmed with Brightview that they have not had any new pesticide reports to send since their first one.
 - c. Architectural Review Committee: No updates.
 - d. Recreation Committee:
 - i. Planning for annual BBQ: Need someone to sign up to help with receiving tables on Friday the 11th
 - e. Communications committee:
 - i. Kristin got the newsletter sent out.
 - ii. After it went out, lots of new people signed up to the list
 - f. Welcome committee
 - i. Deb and Kristin will be meeting to coordinate
 - g. Finance
 - i. Cecilia sent out a draft budget
 - ii. She will revise it with the exercise room being closedThe finance committee includes: John Cambrale, Jim Flemming, Amanda Sosby. Fabio will reach out to them to review together.
 - iii. Fabio will update the budget on our Google Drive, and update the reserve modeling
 - iv. We should aim to approve the budget in October
 - v. Fabio will send a reminder before October to review in preparation for the budget vote
 - h. Pool Committee

- i. Colleen would like the clubhouse rental agreement to have additional language indicating that people should not use the pool while renting the clubhouse (to avoid water damage). The board also suggested signage. Since the pool is closing for the season, we will revisit this in ~April.

5. EXECUTIVE Summary

- a. No executive session this month

6. Meeting adjourned: Kristin motioned to adjourn the meeting at 8:38pm and Deb seconded. All in favor.

- a. Our next regular Board meeting is scheduled for October 15th at 7pm, and will be hybrid at the clubhouse and on Zoom.