

OFFICIAL MINUTES

WOODLAND CREEK HOMEOWNERS ASSOCIATION, INC. BOARD OF DIRECTORS MEETING

THURSDAY, June 18, 2020 at 7:00 PM.

DIRECTORS PRESENT: RJ Leddick, Sara Fundersol, Joe Stachkunas, Lawrence Tolmich, Matthew Schmitz, Dave Umgelder, and K. Lee Tirpak

HOMEOWNERS PRESENT: 5

AGENDA

1. CALL TO ORDER- **NOTE: CHAIRPERSON OF MEETING MUST ADVISE ALL NON-BOARD MEMBER ATTENDEES THAT ALL QUESTIONS WILL BE HEARD, AND IF POSSIBLE ADDRESSED, AT THE END OF THE REGULAR MEETING ONCE OPEN FORUM FOR DISCUSSION FROM FLOOR IS ANNOUNCED BY CHAIRPERSON.**
2. APPROVAL OF MINUTES
3. FINANCIAL REPORT
4. ASSOCIATION FEE STATUS REPORT
5. ARCHITECTURAL REPORT
6. OLD BUSINESS
7. NEW BUSINESS
8. COMPLAINTS/VIOLATIONS OF COVENANTS
9. OPEN FLOOR/MEMBERS FORUM
10. ADJOURN

CALL TO ORDER

Joe S., President, called meeting to order at 7:01PM

APPROVAL OF MINUTES

Minutes from May 21, 2020 distributed and reviewed

Motion to Accept Minutes: Sara F./ Matt S. 2nd

Carried: 7/0

FINANCIAL REPORT

Reviewed May 31st, 2020 Financial Report presented by RJ L.

- Balance of operating account: \$74,039.73
- Balance of cash reserves account: \$130,062.26

Motion to Accept Financial Report: Dave U./ Matt S. 2nd

Carried: 7/0

ASSOCIATION FEE STATUS REPORT

- \$13,682.47 currently past due in HOA fees
- \$12,307.47 currently 90 days past due
- \$1,3752 currently 60 days past due
- 10 accounts past due

Motion to Accept Association Fee Status Report: Dave U./ Matt S. 2nd

Carried: 7/0

Discussion regarding homeowner with overdue HOA fees of \$2,775:

- Letter was not sent due to determination that legal action was taken in October 2016.
- *Action: Joe will contact attorney and determine additional history and determine further action.*

ARCHITECTURAL REPORT

- Matt S. Presented Report: Two (2) applications for new garage doors were approved
- 1 open request was discussed; homeowner attended meeting

OLD BUSINESS

1. Electrician hired: Jackie Guthart completed the Tennis Court lights.
 - Discussion regarding a quote to fix the pole light and add an acorn light on a lower pole and electrical outlets at the park; only a replacement quote was provided.
 - *Action: Matt S. will follow-up and obtain additional quotes including one for outlets.*
2. President to follow-up on resident to replace chain at park at night.
3. Pavilion and Gazebo painted: \$2,200
 - Discussion occurred regarding the need to obtain insurance, license, and release of lien documentation from all contractors. Questions regarding when a release of lien is necessary were asked.
 - *Action: President will research when we need to require a release of lien.*
4. Letter written to Al Gonzalez will be hand delivered by Secretary.
5. Comcast contract signed by President. Vice President will provide a copy of the contract to Secretary
Motion: Update the Woodland Creek Community on the new Comcast Contract, sending a copy of the contract and a list of Channels. Joe S. / RJ L. 2nd
Action: Secretary to write a letter and Vice President will assist with mailing.
Motion to Accept Old Business: Sara F./ Matt S.2nd

NEW BUSINESS

1. Three positions remain vacant on the Board. Interested Residents are invited to step forward.
2. Architectural Committee leadership and structure discussed.
 - President asked that the Committee of four (4) work together and not against each other.
 - Communication systems were discussed and Committee Members discussed best ways to communicate with each other.
 - Line between Architectural Committee work and Violation Committee work discussed.
 - Vice President invited Dave U. to join him on the Violations CommitteeMotion: Two (2) signatures from the four (4) Committee Members (Dave U., Matt S., Sarah F. Laurence, T.) are required for approval of applications. Joe S./ Matt 2nd
Carried: 6/1
3. How is the Association to respond to the resident who has a different commercial vehicle in their driveway than the one there prior to the Amendment being passed?
Action: President to contact attorney to ask for remedies.
Action: Secretary to follow-up on request for letter from attorney and will work with Accountant to send a copy of the letter with the Amendment filed in Palm Beach County Public records to residents.
4. Vice President presented one (1) quote to trim the hardwood trees at the Park from the person who has done the job in the past.
Action: Vice President will obtain a total of three (3) quotes.
5. With the transition to G-mail, discussion regarding the current website occurred. Secretary invited any member to meet with her to show them how to access the webpage.
Action: President will obtain quotes to find a new company to host the website.

COMPLAINTS/VIOLATIONS OF COVENANTS

- RJ L. sent out 18 violation letters regarding dirty sidewalks, driveways, and fences

OPEN FLOOR/MEMBERS FORUM

1. Stacy T, former Secretary reminded the Board that her name is still on the bank account and her credit card is still on file with the Website Host.

Action: President and Vice President will meet to change bank account signatures and Secretary will contact website host regarding alternative billing options to have accountant pay the bill directly.

2. Kandy announced she had made a Facebook page for WoodlandcreekHOA.
3. Stacy informed the Board that the court dismissed the Foreclosure case that took place in June.
 - **Action needed:** President will contact attorney to discuss stipulation of payment in this case.

ADJOURNMENT

8:10 PM – Joe S. adjourned the meeting

Respectfully Submitted by: *K. Lee Tirpak*, K. Lee Tirpak
Secretary, Woodland Creek Homeowners Association Board