

## OFFICIAL MINUTES

### WOODLAND CREEK HOMEOWNERS ASSOCIATION, INC. BOARD OF DIRECTORS MEETING

THURSDAY, MAY 21, 2020 at 7:00 PM.

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

HOMEOWNERS PRESENT: 6

### 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, AND 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 7:08 PM

### APPROVAL OF MINUTES

Minutes from February 2020 distributed and reviewed

Motion to Accept Minutes: RJ L. /KL Tirpak 2<sup>nd</sup>

Carried: 5/0

### FINANCIAL REPORT

Reviewed financial report presented by RK L.

- Balance of operating account approximately as of May 2020: \$84,367.87
- Balance of cash reserves account approximately as of May 2020: \$129,557.12

Motion to Accept: RJ L./Sara F. 2<sup>nd</sup>

Carried: 5/0

### ASSOCIATION FEE STATUS REPORT

- \$17,627.47 currently 45 days past due
- 3 accounts past due
  - One account in foreclosure – trial in June
  - One account is following payment plan
  - HOA Fees due – \$2,775 - Woodland Creek property
    - Discussion held regarding sending letter to account with fees due.
    - RJ L. will reach out to Accountant (Liz) and send a leger and begin the process of collection.

- Discussion held regarding sending a letter to arrive with the ledger – *requesting intent for payment.* – *Secretary will draft for President’s approval*

Motion to Waive HOA late fees for 2020: Joe S. /Sara F. 2<sup>nd</sup>

Carried: 6/0

*Action: Sara will draft a community letter referencing the pandemic and that the Board voted to approve waiving late fees as necessary for HOA payments.*

Motion to waive HOA fees for July Quarter: KL T. /no second

Failed

### **ARCHITECTURAL REPORT**

- Applications submitted since last meeting have been approved by Matt S.
- Two (2) open requests were completed at this meeting.

### **OLD BUSINESS**

1. Seeking electrician quote – Joe S. to get third quote for lights at front entrance

- Discussion indicated desire to add light and/or electrical outlets at the park

2. President will follow-up on locating a resident to replace chain at park at night

3. Discussion to paint Pavilion and Gazebo –Sara presented colors: oyster shell/dark granite

Motion to accept paint colors: Sara F. / RJ L. 2<sup>nd</sup>

Carried: 6/0

Motion to accept proposal to paint the pavilion and gazebo from JC Colors Inc.: Joe S. /Sara F. 2<sup>nd</sup>

Carried: 6/0

4. Discussion regarding Assistant Treasurer’s absence occurred; communication has been ignored.

Motion to remove A. Gonzalez from the Board: Joe S. / Matt S. 2<sup>nd</sup>

Carried: 6/0

*Action: Secretary to send letter to thank him for service with date of removal.*

5. Sprinkler and pump repairs completed

6. Comcast Contract discussion: 2 options included:

- a. Option 1: Video and Internet: \$85.95 HBO digital – 140 units – with one converter
- b. Option 2: Video only: \$11,200 one time charge + \$40.62+ 3.38 per unit (some channels removed)

Contract is for 5 years and maintains current services.

Motion to accept new *XFINITY Community Service Agreement*, to include 5 years of service for Video only; effective 9/1/2020. RJ L. / Sara F. 2<sup>nd</sup>

Carried: 6/0

*Action: Joe S. will sign the XFINITY contract by June 1<sup>st</sup>.*

### **NEW BUSINESS**

- N/A

### **COMPLAINTS/VIOLATIONS OF COVENANTS**

- RJ L. to send out violation letters regarding cleaning of sidewalks and driveways

### **OPEN FLOOR/MEMBERS FORUM**

- Neighbor burning yard trash

Recommendation: call fire or police department

*Action: Vice President will send out a violation letter regarding this “nuisance.”*

### **ADJOURNMENT**

8:17 PM – Motion made to adjourn meeting by Joe S., seconded by K. Lee T.

Motion carried: 6/0

Respectfully Submitted by: *K. Lee Tirpak*, K. Lee Tirpak

Secretary, Woodland Creek Homeowners Association Board