

OFFICIAL MINUTES

WOODLAND CREEK HOMEOWNERS ASSOCIATION, INC. ANNUAL MEETING

THURSDAY, July 15, 2021 at 7:00 PM.

DIRECTORS PRESENT: RJ Leddick, , Joe Stachkunas, K. Lee Tirpak, Lawrence Tolmich, Connie Tuller, and Dave Umgelder

DIRECTORS ABSENT: Ryan Pender, Gary Russ, Matt Schmitz

HOMEOWNERS PRESENT: 0

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 JUNE 2021 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 7:03 PM with a Quorum of 6 out of 9 in attendance

APPROVAL OF MINUTES

1. Minutes from June 17, 2021 distributed and reviewed

Motion to Accept Minutes: RJ L. seconded by Connie T.

Carried: 6/0

FINANCIAL REPORT

Reviewed June 30, 2021 financial report presented by RJ L.

- Balance of operating account: \$64,824.49
- Balance of cash reserves account: \$ 166,599.85
- Accounts Receivable: \$12,142.67
- Total Assets: \$252,466.35
- Total Liabilities: \$184,399.89
- Operating Fund Balance: \$68,430.46

Discussion: none

Motion to Accept Financial Report: Lawrence T. seconded by Connie T.

Carried: 6/0

ASSOCIATION FEE STATUS REPORT

- 4 Homeowners owe \$7,430 currently past due, 2 of these Homeowners owe attorney's fees of \$4,037.67

Discussion:

- One of the 4 homeowners, has paid \$6,829.67 was paid to attorney and the attorney has sent the check to the accountant– waiting for the check to clear the accountants process.
- Timing of payments and \$ due. Accountant does not appear to have recognized all July payments.

Motion to Accept the Association Fee Status Report: Dave U. seconded by Lawrence T.

Carried: 6/0

ARCHITECTURAL COMMITTEE REPORT

- 1 Homeowner Request for roof, installation of a pool, and solar system was submitted and Dave U. explained the Homeowner had submitted an application for the Roof and Pool last fall.
- 0 open requests were completed at this meeting.

Discussion: Systems of approval –

Architectural Committee could meet regularly to review the form, develop a concrete plan so the applications can be presented at each Board Meeting. There are 3 members on the committee and only 2 need to sign off on approval; all reviews will be approved within 10 days. Covenants identify that the approval can occur in 30 days. Could Add on the form: Easiest way to obtain approval is to attend the next Board Meeting for approval.

Motion to Accept the Architectural Committee Report and Request the Architectural Committee meet and revise the form: K. Lee T. seconded by Lawrence T.

Carried: 6/0

OLD BUSINESS

1. Front Entrance - Sprinklers have been reset to keep grass green
2. Palm Trees have been trimmed
3. Hard Woods to be trimmed in August
4. Resolve to car in front of house – RJ will send a letter with resolution to register car, fix flat tire, obtain insurance and park in driveway - Sherriff’s Office informed Home Owner Association that the had authority to tow the car and should have a towing company that is used for this purpose.
5. Posts have been painted at front entrance – Thank you Dave U.
6. *Benches will be moved tonight*

Discussion: Bylaws may need to be revised to meet the activities of the current Homeowners of Woodland Creek, as the following does not exist.

- a. Architect on the Architectural Committee
- b. Roofs – Cedar Shake; there are only 3 houses left with this roof type.

Motion to Accept Old Business Report: Lawrence T. seconded by Dave U.

Carried: 6/0

NEW BUSINESS

1. Connie presented a Draft “Friendly Reminder Notice” – for review; suggestions were made for adjustments and how it would be used to inform Homeowners of violations with a period of time to communicate. RJ suggested we send a Friendly Reminder of the obligations as a Homeowner – then follow-up with inspections to occur monthly.

Motion to Accept the process of sending a letter to all Homeowners – Lawrence T. and Dave U.

Carried 6/0

2. Light Posts for Tennis Courts- In form Electrician that these lights are for Security Lighting to be sure they aren’t thinking it is for professional tennis courts. RJ will inquire.

Motion to Accept the New Business Report: Connie T seconded by Dave U.

Carried 6/0

COMPLAINTS/VIOLATIONS OF COVENANTS

1. Letters need to be written to the following:
 - a. Homeowner with Jack Electric truck in drive way,
 - b. Homeowners that park RVs in front of the home for more than 24 hours, and
2. Research needs to occur to determine if Sheriff and Police cars with writing are allowed.

Discussion: Connie and RJ will send letter and give 7 days to communicate or correct and inspect properties and send violations letters.

3. Pictures of Signs to refresh them – still to be done

Motion to accept Complaints/Violation Report: RJ L. seconded by Dave U.

Carried: 6/0

OPEN FLOOR/MEMBERS FORUM

- **Question:** none
- **Answer:** N/A
- **Resolution:** N/A

ADJOURNMENT

8:35 PM – Motion made to adjourn meeting by Joe S. seconded by K. Lee T.

Motion carried: 5/0

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

Secretary, Woodland Creek Homeowners Association Board