

## OFFICIAL MINUTES

### WOODLAND CREEK HOMEOWNERS ASSOCIATION, INC. ANNUAL MEETING

THURSDAY, September 16, 2021 at 7:00 PM.

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

DIRECTORS ABSENT: Gary Russ, Matt Schmidt, and Connie Tuller,

HOMEOWNERS PRESENT: 2

### 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 AUGUST 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 7:07 PM with a Quorum of 5 out of 9 in attendance

### APPROVAL OF MINUTES

1. Minutes from August 19, 2021 distributed and reviewed  
Motion to Accept Minutes: K. Lee T. seconded by RJ L.  
Carried: 5/0

### FINANCIAL REPORT

Reviewed August 31, 2021 Financial Report presented by Ryan

- Balance of operating account: \$73,561.00
- Balance of cash reserves account: \$167,602.69
- Accounts Receivable: \$6150.00
- Total Assets: \$256,006.39
- Total Liabilities: \$187,338.23
- Operating Fund Balance: \$68,668.16

### **Discussion:**

Motion to Accept Financial Report: Lawrence T. seconded by RJ L.  
Carried: 5/0

### ASSOCIATION FEE STATUS REPORT

- \$5850 currently past due (09/16/2021)

- Aging report received 9/14/2021 – shows
  - 4 accounts past due + 5 with late fees unpaid (750)
- RJL requested sending homeowner who owes \$4,200 a letter from the attorney
- Friendly letter to the homeowner that owes 800 (includes late fees) and 2 homeowners owe \$300.

**Discussion:** Estoppel Request for home that did not go to Market – addressed Home Owner process with buyer Accountant process of recording payments and sending letters to late paying homeowners. When check is not received in the PO Box by the 15<sup>th</sup> of the month payment is not included.

Motion to accept the Association Fee Status Report: RJ L. seconded by Lawrence T.  
Carried: 5/0

### **ARCHITECTURAL COMMITTEE REPORT**

- No Architectural Report. 2 requests sent to email - 1 HO requested today – 1 = windows and =1roof

Motion to accept the Architectural Committee Report: Joe S. seconded by RJ L.  
Carried: 5/0

### **OLD BUSINESS**

1. Tennis Court Light – light installation will be started in 8 weeks due to Zoning and permitting. Additional fees for permitting are expected.
2. Sidewalks and other flat surfaces have been pressure washed.
3. FPL Street Lights – information pending for October meeting.
4. Network Solutions website - domain name has been renewed – the other 2 renewals will not be renewed. The Credit Card on the account has been changed from Stacy Tibbs to Joe S. Can renew for a longer period of time – 5 years will cut in price in half. (\$26.99 rather than \$42.99); Joe will adjust the length of the renewal.

Motion to accept the Old Business Report: K. Lee T. seconded by RJ L.  
Carried: 5/0

### **Dave U arrived...**

### **NEW BUSINESS**

1. none

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

- Sample Friendly Letter was sent to all Homeowners
- Violation Letter will be sent to homeowners – next to send out violation letter – the following items are not included in the Friendly Reminder and are clear violations identified in the Declarations/Bylaws.
  - Commercial Truck in Driveway overnight
  - Boat in Driveway
- Friendly Reminder will be delivered to 1 Home that needs to be cleaned - + drive way sidewalk

Motion to accept Complaints/Violation Report: Dave U. seconded by Lawrence T.  
Carried: 6/0

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

- **Comment:** Homeowner – Informed the Board that the Friendly Reminder was very nice and appropriate for the items listed on it.

### **ADJOURNMENT**

7:47 PM – Motion made to adjourn meeting by Joe S. seconded by Ryan P.  
Motion carried: 6/0

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