

## **Woodhaven Homeowners Association**

### **Minutes for Monthly Board Meeting – February 13, 2025 – 6:30 P.M. – Woodhaven Office**

#### **Board Members:**

Present: Chad Campbell, Randall Mueller, Margaret LeBlanc, Billie Wilson and Linda Stokdyk.

Absent: Lisa Mistele, David Keckley and Joseph Wyly.

Quorum Present: Yes

Others Present: Suzanne Johnson, AMGI

#### **Call to Order:**

The meeting was called to order at 6:37 p.m. by Chad Campbell.

#### **Meeting Minutes:**

Minutes from January 2025 were submitted by Suzanne Johnson and reviewed. Billie Wilson made a motion to approve the minutes, the motion was seconded by Margaret LeBlanc and unanimously approved.

#### **Financial Report:**

Billie Wilson submitted the financial report for January 2025. HOA dues income totaled \$65,144.53. Special Assessment income totaled \$6,528.07. Additional income from interest, late charges, legal fees billed back, NSF fees and violation fees resulted in a total income of \$81,324.40. Total expenses were \$221,331.69. The Insurance expense in the amount of \$167,454.14 contributed to the large amount of expenses for the month of January. Other income totaled \$220.53 resulting in a net income of -139,786.76.

The Truist checking account totaled \$87,871.14. The Truist loan checking account totaled \$58,165.81. The Truist reserve account totaled \$60,822.96 and the PNC reserve account totaled \$5.65. The HOA's checking and savings accounts totaled \$206,865.56.

The Truist loan #4 balance was \$50,636.44. The line of credit totaled \$170,039.40. Funds were drawn from the line of credit to pay the annual property insurance policy premiums due. The PNC reserve account funds were transferred to the checking account and would be placed in an interest bearing account in the near future.

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Margaret LeBlanc made a motion to approve the January financial reports, the motion was seconded by Randall Mueller and unanimously approved.

### **Property Status Discussion**

Discussion was held regarding the recent vehicle break-ins on the property. Margaret LeBlanc stated that she would include information in the upcoming newsletter.

Discussion was held regarding the gate permit required by the Dallas Fire Department. The application had been submitted for the permit.

Discussion was held regarding the upcoming freezing weather and a reminder notice would be sent via email to all owners/residents.

Discussion was held regarding the EV which was using the electric outlet outside the Woodhaven office. A suggestion was made to post a small sign above the socket stating "not for public use".

Discussion was held regarding various maintenance issues throughout the property including chimney caps, gutters, etc. which were being inspected and bids would be submitted for repairs.

Discussion was held regarding the electric panels in the pool equipment room which require replacement. Bids were being received.

Discussion was held regarding the HVAC unit for the Office which needs replacement. Bids were being received.

Discussion was held regarding the upcoming annual meeting and expectations for a quorum were low. As an incentive for homeowners to attend the meeting Billie Wilson suggested that a \$100 credit towards HOA dues be received by an owner from a drawing held from proxies received prior to the meeting.

Discussion was held regarding camera installation and monitoring. Randall would be meeting ProVigil on site and obtain a quote from the company.

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Randall Mueller provided a summary report for the January meeting along with an Open Project List and a spreadsheet for Board Open Action Items which were discussed. (Attached)

Discussion was held regarding the use of a debit card from Truist for purchasing supplies for the property. A debit card would be ordered for the HOA.

With no further business to discuss a motion was made by Randall Mueller to adjourn the meeting, the motion was seconded by Linda Stokdyk and unanimously approved.

The minutes of the Woodhaven Board of Directors meeting held on February 13, 2025 have been approved as indicated by the signatures below.

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Woodhaven Board Member

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Date