

WOII HOA Board Meeting Minutes

January 9, 2023

7PM

- I. Call to Order: Meeting called to order by Jason Greenwell at 7:03PM
 - a. Board Members present: Jason Greenwell, Shawn Otto, Jason Lewis, Katie Unruh, Scott Koukola (phone), Mellanie Hunter (phone), John Rice, Nikki Hollis, Drew Scovanner (phone), Martyna Warren
 - i. Absent: Nikki Greenwell, Jennifer Lawrence
- II. Approval of Minutes – November 14, 2022
 - a. Minutes were presented by John Rice
 - b. Nikki Hollis motioned to approve the minutes, Jason Lewis second
 - c. Minutes approved unanimously
- III. Treasurer’s Report – Nikki Hollis
 - a. Nikki presented the checking account balances
 - i. Total current assets are \$106,411.25
 - b. Nikki mentioned that depending on the expansion project, we may want to look at putting money in a high yield savings account due to increased interest rates
 - c. Nikki said there was about \$3112.14 in outstanding dues, some from prior year
 - d. Nikki presented the year-to-date Budget vs Actual for 2022, June through December
 - e. Jason Greenwell requested information regarding the expenses to change the due collection to June, Nikki will gather information

Current Projects:

- I. C&R Restrictions – Jason Lewis
 - a. Everything seems to be going smooth and all letters have been mailed
 - b. Jason discussed street parking and how the current bylaws are written, he suggested that we no longer send out letters regarding
 - c. John Rice suggested that we continue to send warning letters but no longer sending fine letters because we do not have proper recourse at it states in the bylaws currently due to the loopholes with overnight, 24-hour parking, and full driveways
 - d. John Rice motioned to suspend fines for street parking until the annual meeting in June, Nikki H seconded, vote passed
 - e. Jason Greenwell discussed the changes to the bylaws regarding short and long term leases to prevent companies from buying properties
- II. Outstanding Dues
 - a. Jason G. is sending out an additional letter to those outstanding, if not paid by January 31st, fines will be issues and liens placed on properties, back dated back to the first month being overdue
 - b. Key cards will be turned off for those outstanding dues
- III. Access for positions and passwords

- a. Nikki H has completed the sheet and posted in dropbox, she will present at the next meeting
- IV. Short update On-Going projects
 - a. Front Entrance
 - i. Nikki G is not at meeting, tabled to next meeting for update
 - b. C&R and Bylaws Update Committee
 - i. Mellanie said that the committee is getting back together, they took some time off for the holidays
 - ii. Mellanie discussed that we can combine the bylaws and covenants together from the 2 separate boards in the past
 - iii. Jason Greenwell said that we need to determine if credit history is affected once we create a new entity or continue on as 2 entities governed by one board
 - iv. Nikki H asked about how we are going to vote on the new bylaws, Jason G would like to see that we have townhalls with community education
 - c. ACC Committee process update
 - i. Scott, John, and Jason; everything is going well
 - 1. A few ACC requests need to be reviewed for
 - d. Facilities Update
 - i. Katie presented her update
 - 1. Landscaping was updated and trimmed, completed by J&C Landscaping
 - 2. Elliptical rails need to be replaced, will be added to budget for 2023-2024
 - 3. Would like to add recessed lighting for the workout room
 - 4. Switches need replaced out front because they are shorting out
 - 5. Katie would like to add the \$10 replacement for key cards
 - 6. Katie will also send to Mellanie the new cleaning checklist
 - 7. General discussion around the cleaning process for when the great room is not being cleaned and how we proceed with holding residents accountable in the event there is a problem
 - e. Events Update
 - i. Jennifer had no update for this meeting
 - f. Expansion Project Update
 - i. Jason Greenwell presented preliminary cost estimates from contractors based on some plans that are still in progress
 - ii. Townhalls will be pushed to after the February 2023 board meeting
- V. Open Discussion
 - a. Scott proposed coming up with a plan to have someone manage the clubhouse on a part-time basis.

Meeting was Adjourned at 8:28p, motion by Shawn, second by Scott.