



Whispering Oaks II

HOA · POOL · RECREATION CENTER

**WOII HOA Board Meeting Minutes
Tuesday, August 8, 2023 | 7 P.M.**

Draft

1. Call to Order: Meeting called to order by John Rice at 7:02 p.m.
 - a. Board Members present: John Rice, Shawn Otto, Nikki Hollis, Martyna Warren, Nikki Greenwell, Mellanie Hunter, Drew Scovanner, Jason Lewis, Mike Smith, Ann Brown, **Katie Unruh**
 - i. Absent: Ashley Suddeth
 - ii. Residents: Bill Moser, Jason Greenwell, Robyn Smith
2. Approval of July meeting minutes
 - a. Minutes were presented and read aloud by Ann Brown
 - b. Nikki G made a correction about the front entrance to remove running cords across the road.
 - c. Motion to approve minutes with corrections:
 - i. 1st motion: Mike Smith
 - ii. 2nd motion: Katie Unruh
 - d. Minutes unanimously approved
 - e. **New policy going forward:** John asked Board are we ok to change process in reading meetings during the meeting in order to save time for the agenda. Board said yes. Secretary will send draft when available after meeting.
3. Treasure's updates – Nikki Hollis
 - a. P & L Budget vs. Actual was presented.
 - b. Budget Report – Spent 16.6% of budget. Main expense are repairs due to vandalism. Will update once we know what the outcome is.
 - i. Attorney advised that if we bill, we can't use payment received as a deciding factor to press charges. Also recommended to work with local authorities to learn if they would prosecute. Counsel recommends to send an invoice to accused.
 - c. President and Treasurer will benchmark Insurance carriers for pricing
 - d. **New policy going forward:** Board agreed to set a process for the President and Treasurer to shop insurance around annual meeting time.
 - e. **Reinstate existing process:** Treasurer review bank records with rotating Board member.
 - f. Dues Update:
 - i. Number of homes with outstanding dues – 38 unpaid. 34 received email reminders around July 24. 10 people have paid since reminders. Were sent
 - ii. Late fees will be invoiced later this week.
 - iii. Number of homes with active dues – 38

- iv. 1 active lien
- 4. Old Business
 - a. Security cameras at Clubhouse
 - i. Legal and insurance recommendation
 - 1. John read the advice from our attorney - we need to consider background checks for those Board members reviewing camera footage. Advice from Insurance carrier is reinforce the fence to mitigate jumpers and liability should someone drown.
 - ii. John shared a draft policy for all Board members to read and review
 - 1. Internal use only document. This is not a bylaw. This is something we would choose as a Board to bring on as an internal policy
 - 2. The Board took 4 minutes to read and review silently.
 - 3. Open discussion was had suggestions for updates were heard, incorporated and adopted into policy.
 - a. Policy will be finalized and posted on web by September 1. Background checks will be initiated by September 1
 - b. Impacted roles and responsibilities will be updated to include this role will be subject to a background check. If a member does not pass the background check, their role would be updated to not included access to the video footage.
 - 4. Motion to approve Camera Policy with changes.
 - a. 1st Motion: Shawn Otto
 - b. 2nd Motion: Katie Unruh
 - c. **Motion unanimously passed and carried by all**
- 5. Director updates
 - a. ACC – Jason Lewis
 - i. No new request received
 - ii. All privacy fences are 6 ft in this neighborhood. The covenants today say 5 feet
 - iii. **Action:** Update covenant changes to be 6 feet vs. 5 feet
 - b. C & R – Mike Smith
 - i. Five violations received
 - ii. Discussion was had about house on 21st Century – project remnants are still in the front yard. Plus the lot with overgrown weeds around the fence with no gate opening that secures the cave on Pleasant Run.
 - iii. **Action item:** Nikki H is reaching out to LandMill about who should be keeping the weeds maintained inside the fence with no gate opening around the cave on Pleasant Run
 - c. Communications – Mellanie “MJ” Hunter
 - i. No updates
 - d. Events – Martyna Warren and Ashley Suddeth (Assistant Events Director)
 - i. Food truck was successful on Friday, August 3. Thank you to the community for your support!

- ii. National Night Out (NNO) – Second Tuesday in October with a Harvest Theme. Looking for activities for the kids.
 - iii. Future proposals and brainstorm - Looking to add a Chili Cookoff, Game Night and CPR Training
 - e. Facilities – Katie Unruh and Ashley Suddeth (Assistant Facilities Director)
 - i. No updates
 - f. Pool – Shawn Otto
 - i. Changing the sand has allowed the water to stay clear. We will have a closing at the Board Meeting in September
 - ii. Suggestion – Hawthorne Glen offers adult swim only hours. Something to consider for future discussion.
- 6. Current Projects
 - a. Entrance – Nikki Greenwell
 - i. Budget
 - ii. Actions needed and cost
 1. Electrician (Kelley Rudder) will set the meter box week of Aug. 7 - \$4,750.00
 2. REMC will run the conduit under the road, pull the lines and set the meter (Josh) between Aug. 14-25 - \$450.00 needs to be paid this week
 3. Watson Water (Travis Allen) – setting water meter and lines - \$2,500.00 needs to be paid this week at Watson Water
 4. Electrician will come back and complete all electric components. Tentative completion is early September.
 5. Irrigation installation (Lou Hetzel Stemler Plumbing) - \$3,295 with tentative completion mid-September
 6. Curbing (Tammy Hardin – Curban Legends) - \$1,200 with tentative completion late September
- 7. Open discussion
 - a. New entrance safety – City of Jeffersonville District Councilman referred to us to the county.
 - b. Proposal to open up the pool and issue a pool pass to 10 households in WO at \$750 per year. There is a percentage of our revenue that can be non-resident driven, that would allow us to maintain our tax status.
 - i. **Action:**
 1. Nikki H to reach out to WO President to learn if there is interest
 2. Nikki G to work with the pool crew draft a policy for the Board to review around possibly renting out of the pool
- 8. Meeting adjourned at 8:47
 - a. 1st motion: Mellanie “MJ” Hunter
 - b. 2nd motion: Katie Unruh