

WOII HOA Board Meeting Minutes
October 10, 2022
7PM

- I. Call to Order: Meeting called to order by Jason Greenwell at 7:43PM
 - a. Board Members present: Jason Greenwell, Shawn Otto, Jason Lewis, Katie Unruh, Nikki Greenwell, Scott Koukola (phone 7:29pm), Mellanie Hunter (phone), John Rice (phone), Nikki Hollis, Jennifer Lawrence, Drew Scovanner, Martyna Warren
 - i. Absent: All present
 - II. Approval of Minutes – September 7, 2022
 - a. Minutes were presented by John Rice to the board members prior to the meeting, minutes were also posted on the website for review
 - b. Shawn motioned to approve the minutes, Drew second
 - c. Minutes approved unanimously
 - III. Treasurer’s Report – Nikki Hollis
 - a. Nikki presented the checking account balances
 - i. Total current assets are \$121,790.56
 - b. Nikki presented the year-to-date Budget vs Actual for 2022, June through September
- Old Business: Storage Shed
- a. Storage Unit: Jason G. got the key back from Karen, Unit: *retracted code and distributed to wo2pool@gmail.com* . Nikki H will go check the unit. Shawn O: Also need the gate code. Nikki G. provided the gate code. Code: *retracted code and distributed to wo2pool@gmail.com*
- Current Projects:
- I. C&R Restrictions – Jason Lewis
 - a. Everything seems to be going smooth and several letters have been sent out for violations.
 - b. Discussion around a gold/brown chevy that has been seen driving around the neighborhood slowly but not doing anything, suspicious activity will reported to the Jeffersonville police because a license plate and description was obtained
 - c. Mellanie asked a question about the barking dog complaint.
 - 1. Jason L. said we can issue the letter, but unless a board member validates the dog is barking, there is no way to confirm it happened. Feels there are enough complaints the board may need to address it. Jason G, recommends we send an awareness letter to the resident due to number of complaints. John R agrees a friendly letter should be sent, not a first fine/violation letter

- d. John R.: received reports that the dog without a leash has since been seen on a leash. Animal control also addressed the issue with the homeowner.
 - e. Further discussion around the following: dogs off leash, could also be from Skyline. Parking challenges within the community.
 - i. Further details should be made around parking restrictions at next meeting.
 - f. Is there anyone receiving fines currently?
 - i. 4-5 violations issued in the past 2 weeks. Vehicle is still being parked on the road, fines and escalation will continue. More than 1 needs the \$50.00 fine issued.
- II. Outstanding Dues
- a. Jason G. will give update
 - b. 2-3 Jason gave to Nikki H., will continue to work on the list and complete by the end of this month(October). Will then issue fines.
 - c. John R. asked if the resident asking for assistance from the law firm was resolved. Nikki H. emailed the resident with the total amount due, but the resident never replied. Assuming the resident has taken the needed next step, no other step needed by the board
- III. Access for positions and passwords
- a. Nikki H says all is good on this one, nothing else needed at this time
- IV. Short update On-Going projects
- a. Front Entrance
 - i. Nikki G update on communications
 - 1. Pending details from REMC on what they did dig
 - 2. Skipping over Stummlers and will get new quotes
 - 3. Curbing quote is in hand
 - b. C&R and Bylaws Update Committee
 - i. Mellanie, please give the board a quick update on the progress of this project.
 - 1. Robyn is reviewing laws and language to use, all moving along well, no concerns
 - ii. *Do you need additional support? – did not discuss*
 - iii. John R recommends we update the Parking requirements in the revision. The duration of parking/who can determine/fill driveway first/ect. Should be added and more detailed in the new revised version. Mellanie agrees.
 - iv. Jason G; if we do not restrict parking on street completely, but let's put language in there that specifically says no parking on curve of street. John R: or we can state can only park on 1 side of the street.
 - c. ACC Committee process update
 - i. Scott, John, and Jason; how is the new committee functioning?

1. There seems to be a house who is starting a fence, Scott to send John R the address to verify.
 2. Overall process is working smooth, 1 request was approved in 12 hrs after the last meeting
 3. Amanda and Anthony – pending question to approve. Wanting to extend the fence further up the backside of the house. To put the window inside the fence. Jason G says this is not in alignment with C&R, to be further reviewed post meeting
- ii. Are there any outstanding issues that need addressed?
1. Scott asked to help take over some of the tasks from John if needed, John shared Scott getting access directly to the shared email box could help. With the summer ending, ACC requests will likely slow down.
 2. For Approval/Follow Up: Whispering Way and the one Scott mentioned on Caleigh – John R to send info to Jason G to review and finalize
- d. Facilities Update
- i. Katie please go over Facilities information
1. HVAC Quarterly maintenance first service scheduled for 10/10
 2. Fitness Center
 - a. Repairs Approved for treadmills, pending repair date:
 - b. both treadmills(belts and decks on both, then motor to raise the deck on the one near the back door).
 - c. Both TVs need to be replaced with newer WIFI/streaming options
 - d. Posted fan bike for sale on FB
 3. Painting refresh of Greatroom, Front Door/Entryway. Confirmed for 10/31-11/1 - Clubhouse will be closed on these dates. Will ask Mellanie to post to Facebook
 4. Purchases:
 - a. New door for hall closet
 - b. Supply order for cleaning supplies
 - c. New vacuum
 5. Key Cards/New Residents:
 - a. 1 household completed waivers and were issued key cards
 - b. no other new residents waivers received
 - c. no break/fixes to report in September
 - d. Mail Carrier has a key card, request of prior Board President
 6. Open Items:

- a. bathroom mat replacements - Cintas is off the table, exploring other options
- b. John R to send the 2 other companies for the bathmats
- 7. Atrium/Key Card contact still pending further information
- 8. Open discussion:
 - a. Nikki G: Schedule a time/day weekly as spring arrives to check residents cards, post to FB and website
 - b. Jason G. Schedule trash can clean up monthly/quarterly – Katie will follow up

e. Events Update

- i. Jenn what events do we have coming up?
 - 1. Trivia night - JLNA Jeff association, Friday 11/4 6:00 at knights of Columbus, donate a basket for the raffle. \$160.00 table, + decorations, + basket. Coord for theme.
 - a. Overall board decided to pass on participation and forgo the reimbursement for NNO
- ii. What is the Christmas Events schedule?
 - 1. Jeni: 3rd of Dec, Santa booked, crafts, Jeni will form a committee to help arrange
 - 2. Katie to notify the residents with reservations for Dec that the décor will be up
 - 3. Katie scheduled the clubhouse and entrance decorating day for 11/27 1:00p

V. Open Discussion

- a. Welcome Committee – Jennifer gave update, process is going well, will work with Mellanie to align the swag to current branding design
- b. Process for oversight of spending – Jason G said an annual audit of the books is something he would like to institute once we have a combined couple of years. Board agrees current oversight on purchases and spending allow for multiple checks and balances of deposits/withdrawals/check/card usage
- c. Jason L is asking for nominations of veterans who may need support for the holidays. If you know of anyone needing assistance, text Jason L. Preferrable local to clark county.
- d. Jason G. Toys for tots or angel tree participation either board only or neighborhood wide – will be added to next month's notes for discussion

Meeting was Adjourned at 8:12p, motion by Scott, second by Shawn.