



WOII HOA Board
Meeting Minutes -
DRAFT

Monday, February 10, 2025
7pm

1. Call to Order @ 7:03 p.m. – John Rice
2. Roll Call of board members and residents
 - a. **Board members present:** John Rice, Martyna Warren, Mellanie “MJ” Hunter, Ann Brown, Mike Smith, Cheryl Graham; Katie Unruh
 - b. **Board members absent:** Jason Lewis, Shawn Otto, Jannie Cunningham, Shawn Otto, Nikki Greenwell, Nikki Hollis
 - c. **Residents present:** Bill Moser
3. Approval of January Meeting Minutes (please read before meeting)
 - a. Motion carried by all to accept meeting minutes as written
4. Treasurer’s Update – John Rice in Nikki Hollis
 - a. P&L Report = \$98,934 (total for checking and savings)
 - b. Budget Report = running 61% of budget – on schedule
 - c. Outstanding dues update for 2024 = no change, still 13 neighbors
5. **Old Business**
 - a. Board Code of Conduct
 - i. Motion carried to adopt Board Code of Conduct
 - 1st: Mike Smith
 - 2nd: Cherly Graham
 - b. Expansion Project Update – John Rice in Nikki Hollis absence
 - i. Updates since January meeting – no updates at this time.
 - ii. Discussion around meeting with contractor and architect
 - c. Pool Party Discussion:
 - i. Do we want offer again this year? Yes
 - ii. Do we want to continue with same set of rules? Yes
 - iii. Motion to continue pool party governance as written for the 2024 pool season for the 2025 pool season
 - 1st: Mike Smith
 - 2nd: Katie Unruh
6. **New Business**
 - a. Whispering Oaks 1 Review and Discussion
 - i. Motion to extend May-April renewal for \$500 with access to the pool, great room and fitness center. Max households 10 (Same as for 2024 pool season)
 - 1st: Mike Smith
 - 2nd: Cherly Graham
 - b. Review Clubhouse roof and chimney repair estimates
 - i. Overview: Obtained multiple estimates for repairs only. Below are the top three to consider:
 - Andes Roofing - \$1675.00
 - Coffmans - \$2,200.00
 - American Chimney & Fireplace - \$4,652.41
 - ii. Motion to repair roof and chimney using Andes Roofing and budget for masonry repair in future budget,
 - 1st: Katie Unruh
 - 2nd: Mike Smith
 - c. Reminder to neighbors that off road vehicles are not allowed on city streets, per federal law. If you see violations, please notify local law enforcement.
 - d. Landscape budget vs. Clubhouse supplies – Discussion around moving expense from clubhouse supplies for Christmas Décor to the landscaping budget.

- i. Motion to shift the accounting label for money spent on wreaths from clubhouse budget to landscaping budget.
 - 1st: Mike Smith
 - 2nd: Mellanie “MJ” Hunter

7. Director Updates

- a. Events – Martyna Warren
 - i. Easter Egg Hunt – April 19 @ 11:00 a.m.
- b. Pool – Shawn Otto
 - i. No updates.
 - ii. Will uncover pool April 21
 - iii. Opening week of May 19, pending weather.
- c. C&R – Mike Smith
 - i. Violations Update – nothing to report
- d. Facilities – Katie Unruh
 - i. Supplies have been ordered
 - ii. Broken table is gone. Replacement is here.
 - iii. Need a new laptop – current one will not take Windows update, it is slow and we need updates to run keycard program
 - iv. Still waiting on Hawkeye to schedule us for a fix for the access mechanism on the doors
- e. Communications – MJ Hunter – nothing to report
- f. ACC – Jason Lewis
 - i. One approved fence request.

8. Open Discussion

- a. Webcam policy (self-adopted internal policy): The need to have two people review internal Club House recordings causes delays, extra steps, and reduce efficiencies. Two people would still be needed to review pool footage. All viewers have had background checks completed and successfully passed.
- b. Motion to amend web policy to allow Facilities Director to view internal Clubhouse footage as needed, without another Board Member. This amendment excludes pool.
 - 1st: Mike Smith
 - 2nd: Ann Brown

9. Adjourn

- a. Motion to end carried at @ 8:01 p.m.
 - i. 1st: Mellanie “MJ” Hunter
 - ii. 2nd: Martyna Warren