



Whispering Oaks II
HOA • POOL • RECREATION CENTER

**WOII HOA Board
Meeting Minutes
Monday, July 13, 2026
7pm**

1. Call to Order at 7:00pm by Matthew Montgomery
2. Roll Call of board members and residents
 - a. Present: John Rice, Cheryl Graham, Jason Greenwell, Katie Unruh, Martyna Warren, Kerri Dehn, Nikki Hollis, Shawn Otto, Megan Taulbee (online), Trevor Magruder, Matthew Montgomery, Molly Dabirinze
 - b. Residents: Bill Moser
3. Approval of June Meeting Minutes
 - a. Motion to approve by John Rice, second by Jason Greenwell.
 - b. Minutes approved.
4. Treasurer's Update – Nikki Hollis
 - a. At the end of June, we collected a little over \$60,000 in dues for the year. We spent roughly \$9,000 in June. No unexpected expenses. There are 33 unpaid resident dues as of 7/13. Checking account balance is \$58,528 and savings account is \$68,978. There was a request for a deep cleaning of carpet and pads.
5. Old Business
 - a. Yearly Meeting
 - i. New HOA members (Matt, Trevor, and Molly)
 - ii. Katie brought up about the timing needed for next year's meeting, if we need more. Group settled on the same length of time needed. John brought up need for a list of all tasks to be created.
 - iii. Matt asked about if needing a physical ballot or can move to electronic ballot only. Only 24 ballots online and pay \$25 per month for service. Next year look into adjusting the timelines for voting online. Most people vote via mail and according to bylaws, have to be mailed out. Special election had 108 online votes (e-ballot). Looking at keeping it for now for special elections, then cancel it, but long term look for other options.
 - b. Transition of positions – any concerns?
 - i. Only concerns are regarding violators with the concern about visiting homes. Nobody should visit alone. Or, have them come to meetings.
 - c. Shed Restrictions
 - i. Amendment passed and the document is located on our website and under covenants. Second amendment of restrictions and protective covenants document needs to be notarized and witnessed. Matt and Trevor will work to get signed in the next 2-3 weeks.
 - ii. City of Jeff requires a building permit for a foundation for shed, and we require a slab, so a building permit is required. We have not received any requests yet.
 - iii. Shed must be 5 feet from property line. Cannot have shed on easement, but easement counts toward the 5 feet of property line.
6. New Business
 - a. Add a discount page on website for local business to provide discounts
 - i. Matt takes on responsibility to maintain and manage list for website and newsletter.
 - ii. John will set up extra page on website and send in newsletter.
 - b. Events – Martyna Warren and Megan Taulbee
 - i. 4th of July Fireworks – It was a blast
 - ii. Paint and Sip for October – BYOB policy to avoid liability issues
 - iii. Movie Night – This Friday at 8:30pm showing Mario Bros. Will come by before to set things up. Lanterns are in the pump room to use.
 - iv. National Night Out – City of Jeff is the sponsor. Date is the first Tuesday in October. Spacing will start to be limited as new houses are built; maybe not this year yet. May have to look into getting street closed. Still looking for more minor sponsors and vendors.
 - c. Pool – Shawn Otto

- i. Shut down 4 hours for a leak last month; everything else looks good. Signs taken down and new umbrellas. Need to order new umbrella base.
- d. Communications – John Rice
 - i. Reviving the welcome packet to include QR code to sign up for waiver, add a summary page of restrictions
 - ii. Start updating our website to make more user-friendly and consistent (i.e. rules). Also, get with each director to see if want any changes/updates.
 - iii. Looking into adding a key box for emergency services access to the pool area.
- e. C&R – Molly Dabirinze
 - i. Greenhouse is still up; need to locate/confirm all correspondence and possibly have letter sent from attorney.
 - ii. Motion by John and seconded by Trevor for violators that have received a third notice and has failed to respond or failed to act, would have their key card access revoked until violation is fixed or at least has a plan of action. Motion passed. John will add info to newsletter with it taking up to 3 days to restore access.
 - iii. The discussion included plans to revise violation letters to be more specific and standardize the process, potentially including information about meeting attendance for violation discussions.
 - iv. Discussion about concerns about weeds near the pool area and agreed to contact company to come out and review the process.
 - v. Complaints – 12 for weeds; set up meeting with disabled vehicle parking violator
- f. Facilities – Katie Unruh
 - i. Water heater is 20 years old and is functioning well as of now, but will likely need replacement next year; manageable issue with drain valve
 - ii. Recycling is being paid for now; we have 2 free cans
 - iii. The brown door paint project is complete, with only the white doors remaining for touch-up. The front door hinges and swing arm are experiencing issues due to the door's construction and need replacement, with WOII planning to source and install a new handle and potentially a stronger swing arm.
- g. ACC – Kerri Dehn
 - i. 7 requests with 6 of them approved (4 fences, 1 playground, 1 driveway extension with a detached garage, and 1 in-ground swimming pool with fence that is needing more info to be approved)
- h. Special Projects – Jason Greenwell
 - i. Seek attorney about rights for special assessment. Email will be sent to find out more information. Reason is to figure out how much we have to spend for expansion project. In the coming months, need to look at finalizing plans, and then financing options which would include increasing yearly dues by like \$100 or like a one-time extra payment, or payments spread out every other year. Quote for entire project is \$471,000 that includes playground, pavilion, bathroom, basketball court, and parking spots. Preliminary renderings are available. Only company so far to get a quote from is McCains. Difficult to find other builders and start paying them for renderings, etc.
- 7. Open Discussion - None
- 8. Meeting was Adjourned at 8:21pm.
 - a. Motion by Nikki Hollis, Second by Katie Unruh. Meeting ended.