



WOII HOA Board
Meeting Minutes -
Monday, October 14, 2024
7pm

1. Call to Order – John Rice @7:00 p.m.
 - a. Ground rules and appropriate conduct
2. Roll Call of board members and residents
 - a. **Board members present:** John Rice, Martyna Warren, Mellanie “MJ” Hunter, Jason Lewis, Ann Brown, Katie Unruh, Mike Smith, Shawn Otto, Nikki Greenwell;
 - b. **Board members absent:** Nikki Hollis;
 - c. **Residents present:** Bill Moser; Robyn Smith; Keith Phillips; Deanna Rach; Kristal Burk; Cheryl Graham; Mike Vejar; Jannie Cunningham, Martee Blair
3. Approval of September Meeting Minutes (please read before meeting)
 - a. Corrections:
 - b. Motion carried
 - i. 1st: Mike Smith
 - ii. 2nd: Martyna Warren
4. Treasurer’s Update – Nikki Hollis - absent; will be posted online
 - a. P&L Report, Budget Report, Balance Sheet, Dues update for 2024
5. Director Updates
 - a. Events – Martyna Warren
 - i. National Night Out – Review and Recap
 - Thank you to our volunteers and Thornton’s!
 - Went well; a little lower turnout. Could use more volunteers next year.
 - ii. Donuts with Santa – December 7 from 9:00 - noon
 - iii. **Discussion:**
 - Any interest in having a Friendsgiving next month for neighbors? Put on Facebook to gauge interest. If enough interest we could proceed.
 - Get a backdrop for front room for Santa and kids to take pictures.
 - Neighbor suggestion: Use wrapping paper then re-use it wrap presents and can get a new “backdrop” each year.
 - Still need to purchase new items to decorate inside of Clubhouse and front entrances, as discussed earlier this year. (Replacement of existing worn items)
 - Neighbor offer: Grinch costume to walk around outside and interact with kids.
 - We would like to include money in budget to purchase permanent lights for the clubhouse.
 - b. Pool – Shawn Otto
 - i. Thank you pool crew for a great season!
 - ii. Pool Man sending us final bill.
 - iii. Getting rid of old chairs and table by the gate.
 - Purchasing new furniture for next year.
 - iv. Pump is 7-8 years old. It may need to be replaced next year.
 - c. C&R – Mike Smith
 - i. Violations Update
 - 19 violations (mostly political signs out to early)
 - ii. Resident request for exception
 - Motion to approve exception on trailer as long as it not visible from the front of the house on the street. We can address at a future date, if it becomes a problem.
 - a. 1st: Katie Unruh
 - b. 2nd: Jason Lewis
 - c. 2 abstained
 - d. Motion carried
 - d. Facilities – Katie Unruh – no updates

- e. Communications – MJ Hunter – no updates
 - f. ACC – Jason Lewis – 2 new approvals for concrete work and extension on back patio
6. Board Code of Conduct
- a. Overall, agreed with document. Need to have a discussion around processes to consider.
 - b. How to address punitive behavior? This would not supersede our bylaws. We would follow governing bylaws for Board member removal. Removal requires a community vote.
 - c. Need to discuss:
 - i. Process for implementing action:
 - Process should a member appear to be in violation of Code of Conduct.
 - How does Board member raise violation?
 - How does a neighbor raise a violation?
 - Board will discuss.
 - Board will take action
 - ii. What rules, if any, could apply to conduct of neighbors attending meeting(s)?
 - iii. Is this approved annual?
7. Board Member Vacancies
- a. Nikki Greenwell – Deed correction, appointment
 - i. Motion by Mike Smith to reappointment Nikki Greenwell to the Board.
 - ii. 2nd: Shawn Otto
 - iii. 3 Nays
 - iv. Motion carried
 - b. Two vacancy appointments available
 - i. Three neighbors shared interest in filling the short-term appointment of 8 months. Then they could run for a permanent seat, if they choose, at the annual meeting.
 - Janie Cunningham - 6
 - Levi DeLorenzo - 5
 - Cheryl Graham - 7
8. Expansion Project – Board Discussion –
- a. Updates from Special Meeting – Nikki Hollis – absent
 - b. Attorney feedback – waiting for response
 - c. Builder feedback – rescheduling meeting
9. Proposal for Temporary Use of Vacant Lot - Robyn Smith
- a. Robyn gave an overview of a temporary use of the lot as a raised bed community garden from the Gardening, Landscaping and Composting WO II community. group
 - b. If approved, can also host master garden seminars, how to compost, how to grow things from seed, engage neighbors including kids, address food insecurity in a discrete way, seed sharing, increasing awareness of seed library, etc.
 - c. Questions:
 - i. Liability concerns, if any? We have more liability gaps with guests. Robyn drafted a waiver including risks of bee stings. She shared a draft and our counsel can review.
 - ii. Cost? Goal is no cost, many items donated.
 - iii. How could this work? A lot like the City of Shively in Louisville. They have a first come first serve for consumable things plus flowers. The group/community would organize.
 - iv. Where could this be located on the lot? Furthest away from the pool towards the back of the lot, near where road will be put in by LandMill.
 - v. Next step: Engage neighbors for ideas on temporary lot use in the newsletter.
 - vi. Motion by Katie Unruh to approve Robyn Smith's temporary proposal away from the pool.
 - vii. 2nd: Ann Brown
 - viii. Motion carried
10. Cleaning Contract Discussion – Deanna Rach
- a. Background: HOA is paying \$125/week for clubhouse cleaning.
 - b. Deanna's Concerns: Price, quality and frequency. Build-up in sink drains, toilets, door stain on front door, stain on men's door frame, etc.
 - c. Deanna Benchmarked several cleaning crews: \$100-110/week for deep cleaning
 - d. Recommend that HOA begin immediate search for cleaning crew and price.
 - e. **Board discussion:** Share cleaning concerns with Ron. Reminder that any neighbors can submit concerns to HOA Board – via website – there is a short form that autoroutes to Facilities Director. No complaints have been officially reported until this meeting.

11. Adjourn

- a. Motion to end carried at @ 8:29p.m.
 - i. 1st: Shawn Otto
 - ii. 2nd: Katie Unruh