



*Whispering Oaks II*  
HOA · POOL · RECREATION CENTER

**WOII HOA Board**

**Meeting Agenda**

**Tuesday, September 12, 2023**

**7pm**

1. Call to Order – John Rice at 7:06 p.m.
2. Roll Call of board members and residents
  - a. Board Members present: John Rice, Shawn Otto, Nikki Greenwell, Nikki Hollis, Martyna Warren, Mellanie Hunter, Drew Scovanner, Jason Lewis, Ann Brown, Mike Smith, Katie Unruh, Ashely Suddeth
  - b. Absent: N/A
  - c. Residents: Sharon Steltz, Don Steltz, Jason Greenwell
3. Approval of August Meeting Minutes (please read prior to meeting)
  - a. Motion to approve minutes with corrections:
    - i. 1<sup>st</sup> motion: Mike Smith
    - ii. 2<sup>nd</sup> motion: Drew Scovanner
    - iii. Motion passed and carried
4. Treasurer's Update – Nikki Hollis
  - a. P&L Report: \$137,670.00; AR \$14,000.00; savings \$60,000.00
  - b. Budget Report – 34% of budget spent
  - c. Dues Update
    - i. Number of homes with outstanding dues – 24 homes; 6 homes have unpaid late fees
    - ii. Number of homes with active liens – 1 home; 1 additional home may be coming
    - iii. Timing of doing liens for unpaid annual dues – 1) send letter about lien to residents now 2) turn off key cards now 3) file liens with courthouse by 9/30 \*This is same process as previous years.
5. Director Updates
  - a. ACC – Jason Lewis:
    - i. no new request for August
    - ii. 6202 Pleasant Run has a new fence up. No ACC request has been received. Jason will follow-up with the homeowners.
  - b. C&R – Mike Smith
    - i. Violations updates: Most residents have taken action to be compliant upon receiving a letter about C & R violation(s). One house is on the 3<sup>rd</sup> notice for non-compliance.
  - c. Communications – Mellanie “MJ” Hunter
    - i. Survey Feedback review and discussion
      1. Survey results are posted on the public website
      2. Based on survey feedback, we will close out the Twitter account due to little to no interest.
      3. Facilities and Events have reached out to volunteers who noted interest in these areas via the survey.
      4. More to come on community involvement in determining lot utilization, based on survey input/feedback.
  - d. Events – Martyna Warren and Ashley Suddeth

- i. National Night Out – 10/3/2023 – 5:30-7:30 p.m. This follows the official National Night out date and time as published on their website.
    - 1. Volunteer meeting held. Still seeking more volunteers – please contact Martyna Warren or Ashley Suddeth and let them know you would like to help. Some are the areas we need volunteers:
      - a. Pony Rides
      - b. Pumpkin Patch
      - c. Food
      - d. Clean-up
      - e. Set-up
      - f. Welcome Table
      - g. Etc.
    - 2. JNLA - \$750 donated
    - 3. Other various discussion around activities, food, music, first responders, vendors, etc.
    - 4. Residents – You are welcome to sign-up as a vendor. It is free – please also consider donating to our raffle table. Contact Ashley Suddeth for a vendor table.
    - 5. **Action:** Mellanie Hunter will share the sign-up genius with our community via Facebook, email and our newsletter.
  - e. Facilities – Katie Unruh and Ashley Suddeth
    - i. Keycards have been ordered to replenish our inventory
    - ii. Will revisit replacing front door of Clubhouse
    - iii. Payment arrangements are set-up to recoup vandalism costs.
  - f. Pool – Shawn Otto
    - i. Tentative close date - will be 10/2 or earlier based on temperature
    - ii. New tarps, coverings, straps, etc. are needed for next pool season
    - iii. Discussion around when to gather pool patio furniture for storage
6. Current Projects
- a. Entrance – Nikki Greenwell
    - i. Getting updated building permit from Planning and Zoning and then inspections can be completed. After that, REMC can come back out and continue work.
    - ii. Landscaping Proposals – Ann Brown
      - 1. Requested three estimates, received two estimates back
  - b. Lot Purchase – Nikki Hollis
    - i. Waiting on Land Mill to redraw plat. Once this happens, WOII can purchase the lot.
    - ii. More to come on community involvement in determining lot utilization, based on survey input/feedback.
7. Old Business
- a. Background checks – Account was set up with Safe Hiring Solutions, background checks have been administered to the 5 board members, waiting for all reports to come back
  - b. Insurance Policy Review – Nikki Hollis
    - i. Received a new quote and may be able to save several thousand dollars. Currently reviewing.
8. Open Discussion
- a. County installed new road sign – Hill Blocks View
  - b. Sept. 16 Yard Sale – getting quotes for dumpsters

9. Meeting Adjourn at 8:26
  - a. 1<sup>st</sup> motion: Drew Scovanner
  - b. 2<sup>nd</sup> motion: Katie Unruh