

WOII HOA Board Meeting Minutes

August 8, 2022

7PM

- I. Call to Order: Meeting called to order by Jason Greenwell at 7:05PM
 - a. Board Members present: Jason Greenwell, Shawn Otto, Drew Scovanner (phone), Jason Lewis, Katie Unruh, Nikki Greenwell, Martyna Warren, Scott Koukola, Melanie Hunter, John Rice, Nikki Hollis, Jennifer Lawrence
 - b. 14 residents attended the meeting
- II. Approval of Minutes – July 11, 2022
 - a. Minutes were presented by John Rice to the board members and neighbors present, minutes were also posted on the website
 - b. Scott motioned to approve the minutes, Jason second
 - c. Minutes approved unanimously
- III. Treasurer's Report
 - a. Nikki presented the checking account balances
 - i. Total current assets are \$150,331.58
 - b. Nikki presented the year-to-date Budget vs Actual for 2022-2023
- IV. Jason Greenwell went over prior meeting HOA projects for board members and was asking each board member to update on progress.
 - a. C&R Enforcement – Jason Lewis
 - i. Currently working to send out letters to all complaints that have been received in the neighborhood
 - ii. C&R Manager will send letters to the secretary for tracking, secretary will update tracker as letters are sent out
 - iii. Community letter will be sent out to all residents, discussion around the content and wording of the letter
 - iv. New community magnets will be sent to all residents
 - b. Outstanding dues – Nikki Hollis
 - i. Jason will be going to each resident who is currently overdue because we believe it is important to that the dues are collected. Discussion around amount of dues, how it is communicated and how frequent the dues will be assessed
 - ii. Nikki Greenwell motions that we fine \$50 a month for unpaid dues, Shawn second, discussion around the amount of the fine and frequency ensued
 1. Motion carries, all board members in favor
 - c. Welcome packets – Jennifer Lawrence
 - i. New magnets have been made
 - ii. Welcome Bags
 1. Welcome bag with community logo

2. Pool and clubhouse waiver
 3. Covenants and Restrictions
 4. How to rent clubhouse
 5. Magnet with contact information
 6. Helpful information
- iii. Process of gathering new information involved a lengthy discussion between the secretary, events coordinator, facilities coordinator and the treasurer
- d. Access for positions – this will be tables for next meeting
 - e. Front Entrance – Nikki Greenwell
 - i. Electrical will be marked in the next week
 - ii. Irrigation will be getting an estimate this month
 - iii. Curbing will be getting an estimate in the next week
- V. New Project
- a. C&R and Bylaws Update Committee
 - i. The goal is the update the Covenants & Restrictions and Bylaws in a way that is more resident friendly and easily understood, our current C&R and Bylaws are wordy and very confusing for many to understand
 - ii. Jason discussed the process for rewriting the C&R and Bylaws, he suggested that 2 or 3 board members head up this committee to start the process and be prepared to present new C&R/Bylaws to the residents in Spring of 2023, with a neighborhood vote at the next annual meeting
 - iii. Mellanie, Drew, and Jason (Katie and John are willing to participate)
- VI. Misc Concerns
- a. It was reported that there was a party at the pool on Sunday, 8/7 – this was investigated and determined they attendees were within the guidelines as several residents were also at the party
 - b. A letter was read from a resident regarding privacy and violations of covenants – discussion around privacy of reporting residents was discussed among the board and agreed that any reported issues will be not be communicated to the resident in violation
 - c. A resident noted that Rodents are an issue, please stop feeding them as this is against Indiana state law and encourages them to find more food at other homes
 - d. Umbrellas are on order and will be delivered 8/15, these will replace the broken ones from the storm earlier this summer
 - e. Nikki Greenwell will be seeking estimates for mats for the urinals and toilets and getting these cleaned on a regular basis
 - f. Katie suggested we look for another HVAC company to perform service on the newly installed HVAC unit at the clubhouse due to lack of communication with the current company, Scott is going to make contact and try to get the quote sent over to Katie for approval
 - g. 3 ACC requests were reviewed and approved at the meeting

- h. Scott suggested we focus HOA board work during meetings, not always on text or email as this inhibits board members time for other responsibilities outside of the board position
 - VII. Reserving the clubhouse
 - a. Comments were made about the reservation process and how to confirm a reservation, currently a check is given 3 days after a reservation is made on the calendar to hold the room
 - i. Should checks be given so far in advance? Further discussion to address situations in the future, so far there has not been any issue with holding of checks for reservations made in the future in excess of 90 days
- VIII. Meeting was adjourned by Jason Greenwell at 8:46PM
 - a. Motion by Drew Scovanner, second by Shawn Otto