

WOII HOA Board Meeting Minutes

July 11, 2022

7PM

- I. Call to Order: Meeting called to order by Jason Greenwell at 7:03PM
 - a. Board Members present: Jason Greenwell, Shawn Otto, Drew Scovanner, Jason Lewis, Katie Unruh, Nikki Greenwell, Martyna Warren, Scott Koukola, Melanie Hunter, John Rice, Nikki Hollis (phone), Jennifer Lawrence (phone)
- II. Treasurer's Report
 - a. Jason presented the bank balances and the unpaid dues
 - b. Budget to actual was not available due to report issue
- III. Approval of Minutes – June 6, 2022
 - a. Minutes were read by John Rice to the board members and neighbors present
 - b. Scott motioned to approve the minutes, Jason second
 - c. Minutes approved unanimously
- IV. Approval of Minutes – June 27, 2022
 - a. Minutes were read by Jason Greenwell to the board members and neighbors present
 - i. Drew Scovanner's name was corrected, secretary duties being split were discussed for clarity for the purpose of the record, and Jason Greenwell called meeting to order.
 - b. Shawn motioned to approve the minutes with changes, Drew second
 - c. Minutes approved unanimously
- V. Training and Hand-Off Discussion
 - a. John Rice, Secretary – most has been transitioned, waiting on secretary binder and annual meeting minutes
 - b. Jason Lewis, C&R – got answers to the transition over the weekend
 - c. Mellanie Hunter, Social Media and Compliance – hit the ground running and has taken control, looking forward to better communication
 - d. Katie Unruh, Facilities Manager – learning the key card system, have already started handling the calendar and scheduling. Katie will need the contact for Schillers for equipment maintenance. Key box instructions were passed along.
 - e. Nikki Hollis, Treasurer – Working to get the quickbooks caught up and making sure the accounts are reconciled, will need a resolution made to switch debit card from bank
 - f. Martyna Warren, Facilities Assistant – Will continue to manage the cleaning schedule
 - g. Scott Koukola, ACC – questions were raised about the process to determine storage of previous requests, how future requests will be handled, and how we move forward with determining violations and getting communication to residents about possible violations

- h. General discussion – each position will develop and streamline a process to best determine a smoother and easier transition from year to year
- VI. Position questions and concerns
- VII. Old Business
 - a. New Front Entrance
 - i. Nikki Greenwell will be getting estimates for work to be done for electrical, water and curbing
 - b. Pool Expansion
 - i. Jason Greenwell is obtaining scope of work, estimates, and contractor drawings in order to build a plan to present to neighborhood
- VIII. General Discussion
 - a. New umbrellas ordered to replace the 2 broken in last storm, new receiver for radio which was damaged in the storm
 - b. Pool condition is becoming an issue and the pool is not being picked up after by the residents who are using the pool, lots of items are being left around and in the pool, discussion and suggested made to post on
- IX. Covenants and Restrictions were discussed and concerns were brought up regarding any known violations in the neighborhood
- X. Events update: National night out
- XI. Meeting was adjourned by Jason Greenwell at 8:31PM
 - a. Motion by Drew Scovanner, second by Shawn Otto