

WOII HOA Board Meeting Minutes
September 12, 2022
7PM

- I. Call to Order: Meeting called to order by Jason Greenwell at 7:03PM
 - a. Board Members present: Jason Greenwell, Shawn Otto, Jason Lewis, Katie Unruh, Nikki Greenwell, Scott Koukola, Mellanie Hunter (phone), John Rice, Nikki Hollis, Jennifer Lawrence, Jason Lewis (phone).
 - i. Absent: Drew Scovanner, Martyna Warren
 - b. 5 residents attended the meeting
 - II. Approval of Minutes – August 8, 2022
 - a. Minutes were presented by John Rice to the board members and neighbors present, minutes were also posted on the website for review
 - b. Nikki H motioned to approve the minutes, Scott second
 - c. Minutes approved unanimously
 - III. Treasurer’s Report – Nikki Hollis
 - a. Nikki presented the checking account balances
 - i. Total current assets are \$121,278.21
 - b. Nikki presented the year-to-date Budget vs Actual for 2022, June through August
 - c. Discussion around closing out prior year budget to allow for proper reporting, Jason and Nikki H discussed getting to a \$0 based budget.
 - d. Storage off site, rates are increasing by \$16/month, discussion ensued around the cost, relevance and if it is needed. Agreed to table until the next meeting.
- Current Projects:
- IV. C&R Enforcement – Jason Lewis
 - a. Jason went over the process, working with the secretary and making sure violations are being tracked and reported on the log. Jason is sending the violations to John twice a month for tracking purposes.
 - b. Board agreed that if there is a violation and if the violation is corrected for a short period but then goes back to being a violation again, the subsequent occurrences does not reset for that particular violation (i.e parking on the street, trash cans).
 - c. John stated that the new online violations report generator from the web is working nicely and wanted to thank and recognize Mellanie for her work on getting this started and communicating to the neighborhood.’
 - V. Outstanding Dues – Nikki Hollis
 - a. There are approximately 13 residents with outstanding dues for the year. Nikki H and Jason G have been meeting with residents who are outstanding.
 - VI. Welcome Packets and Process – Jennifer Lawrence
 - a. Jennifer had a meeting and established a welcome committee to meet new neighbors and to catch up on any missed, neighbor Elisabeth Huddleson has

volunteered to lead the welcome committee. The goal is to meet the new neighbors and not simply drop off the welcome packet.

- b. The welcome committee is also monitoring the neighborhood for any moving out or for sale signs, to keep an eye on new residents.
 - c. Discussion ensued around the process of gathering new resident information and about contacting realtors, title companies, etc.
- VII. Access for Positions and Passwords – Nikki Hollis
- a. Nikki H is putting together a “hand-off” sheet for each position, a digital asset list for passwords and access online, and a position specific list of items for what is being completed for each role. Lastly, a “hours per week” for amount of time being spent on HOA related items.
- VIII. Front Entrance – Nikki Greenwell
- a. 2 holes have been dug to find the conduit for the electrical line under the road. Estimates have been submitted for curbing, seeking an additional estimate. Still waiting on estimates for water lines for the sprinkler system.
- IX. C&R and Bylaws Update – Mellanie Hunter
- a. Currently about 20% through the document and revision.
 - b. Robyn Smith provided a quick insight as to how the process is working and how the revisions are being done with the committee.
 - c. Additional updates will be provided at future meetings.
 - d. Discussions ensued around “trendy” items that are newer and requests from new residents.

New Project

- I. ACC Committee Process Update – Jason Greenwell
 - a. Currently about 20% through the document and revision.
 - b. Jason L, Scott, and John R will become a part of the new ACC committee to assist with approving the requests coming in and get a faster turn around for the residents.
- II. Expansion Project Update
 - a. Jason presented a drawing to the board and went over some proposals. We have agreed to get quotes from contractors with 2 different options to make a decision regarding the size, depth and entrance to the pool. Further discussion surrounded the type of pool, location of bathrooms, pavilion layout, etc. All decisions were tabled until cost estimates are received.
- III. Misc Concerns
 - a. Resident brought up concern about rentals of homes in the neighborhood, asking if the HOA had considered putting limitations of lenders or property owners having multiple rentals in the neighborhood.

Motion to end the meeting by Shawn, second by Scott, meeting was adjourned at 8:48pm.