

WOODLYN CROSSING BOARD of DIRECTORS

July 17, 2024

Board Meeting in person

Members present: Howard Gottlieb (telephone), Charles Narod,
Tim Handley, Craig Block, Arthur Krauss,
Brad Lare, Esq.

The July 17, 2024, WCHOA Board Meeting was held in person at 6:00 pm.

Board Meeting

Meeting called to order at 6:27 pm.

Executive Session:

The Board reviewed and discussed the July 2024 "Delinquent List" as prepared by Zinman & Company. A list of properties have been put on litigation notice.

Aging Schedule

The Board previously reviewed the aging schedule/delinquent list, which in June was at \$115,989.68 and is currently at \$116,828.14. The Board encourages all residents to contact the Association office should they have a specific issue with payment and need to make payment arrangements.

Brad Lare delinquency report

The Board reviewed Brad Lare's July 17, 2024, Delinquency and Legal Status Report. Brad Lare went over his report in detail with the Board.

The Board reviewed the June 2024 Budget & Balance sheets as prepared by Zinman & Co.

- The Board reviewed the current June 2024 Budget and Balance sheets, all are in order. Arthur has been continuously working with Zinman on budgetary issues.
- Zinman would like a more streamlined procedure for fee waivers.

Review of Investments, RBC statement 06/1/24-6/30/24, bank account

- Arthur reviewed the investments, and all are in order. Arthur provided an update to the Board regarding the Bank and Investment Accounts.
 - Arthur Krauss, with Board approval, moved the HOA banking account from Wells Fargo to TruMark Financial Credit Union. We have been receiving poor service from Wells Fargo and TruMark appears to provide a better package. Also, it provides certain operational advantages for us and Zinman. We should also receive a better Money Market rate, earning us an additional \$2,000 or so per year. We have had recent issues with WF and Zinman has suggested this move.

Promotions, hiring, and Chuck's position:

Chuck will resign from the Board effective 8/1/2024.

Dan Johnson will be asked to join the Board to replace Chuck.

Paul Heljenek Jr. was promoted to Co-Association Manager with Chuck Narod. Craig seconded, all approved.

Paul will get a monthly bonus as Co-Association Manager.

Howard placed an ad in indeed for an Office Assistant. The Board will continue to monitor this.

New Woodlyn Crossing email address:

The new Woodlyn crossing email address is woodlynoffice@gmail.com

The Falcon Group Proposal

The Board reviewed a proposal from The Falcon Group Project #24-1102-001 to perform a Capital Reserve Replacement Funding Analysis for the Woodlyn Crossing Homeowners Association. A Level I – Full Study is proposed at \$2,995. The Arthur made a motion to approve this proposal, Craig seconded, all agreed. Board has agreed to have the Falcon Group proceed with their Capital Reserve Replacement Funding Analysis for the Woodlyn Crossing Homeowners Association.

WCHOA Operations Manual-Draft

Tim Handley drafted a WCHOA Operations Manual in October 2017, and it is being reviewed by the Board for review and adoption. Peggy will send it to the board for review, comment, and input. The Board will do this one Board Member at a time and then vote on a final project.

Trees

Chuck has been working with All the Above regarding tree work in our association. We are about 50% through our tree budget and will continue to work with All the Above going forward.

Chuck is also working with Sav A Tree, a company that would inject something into trees to assess our trees and provide additional information about their product.

K-Services –

Projected Common Ground expenditures as proposed by K-Services. K-Services Proposal #2413509 included \$8,526.25. The Board agreed to approve this as it is in budget.

Pond

Black Lagoon will be on site to work on the ponds on or about 7/19/2024. The Board will consider an environmental assessment on the condition of the ponds.

Playgrounds:

Mulching (approximately 30 yards) to be done the week of 7/22/2024.

Pond Bridge:

The large pond bridge will be painted (in a shade of brown), the week of 7/22/2024.

CJO Design

CJO Design just submitted an invoice for their mobilization. CJO Design is our new snow vender. Per the contract the Mobilization/Demobilization fee is due May 1 for each contract year and is Nonrefundable.

Pool work

Chuck will talk with Paul about completing this task. The association needs to replace pool grounding cups as recommended by Middle Atlantic Electrical Inspectors. This needs to be scheduled and completed before the 2025 pool season.

Nuisance at 654 VSC.

Continued Nuisance of 654 VSC. Third letter sent to clean up property. The Board sent a letter and gave them 30 days to comply and if they remain in non-compliance, a fine will be issued in the amount of \$500 a month due to continues non-compliance.

Office computer

The Board and Chuck will look into purchasing an additional computer for the office for the additional staff.

Insurance

The Insurance person is coming in next week to meet with Chuck.

Craig made a motion to close the meeting, Chuck seconded, all in favor. The meeting adjourned at 7:39 pm.

TH

7/17/2024