

Wynfield Estates HOA Board Member Meeting Minutes

March 5, 2018

The following board members were present at the home of Christina Ridings, 1609 Wynfield at 4:30pm, Mike Audish, Scott Bradley and Christina Ridings. Also in attendance, Melissa Turner of CMSI. Quorum was verified and the meeting was called to order at 4:32pm.

Officer Election

- The board considered officer positions and elected the following for the 2018 fiscal year:
 - President – Christina Ridings
 - Vice President – Mike Audish
 - Treasurer – Scott Bradley

Secretary and Treasurer's Report

- The board reviewed the January 2018 financials. Mr. Bradley made the motion to accept the financials and Mrs. Ridings seconded the motion. No opposition with a unanimous pass, the board approved the financials.
- The board reviewed the January 8, 2018 board member meeting minutes, Mrs. Ridings made the motion to accept the minutes and Mr. Bradley seconded the motion. No opposition with a unanimous pass, the board approved the minutes.

Business and Action Items

- The board discussed reviewed the architectural guidelines and voted to adopt said guidelines. Mr. Bradley made the motion to accept the guidelines and Mr. Audish seconded the motion. No opposition with a unanimous pass, the board approved the guidelines.
 - Action Item: The board will provide CMSI a collection of acceptable colors as outlined in the guidelines
- The board discussed the need for By-Law Amendments in order to 1) change the night of the annual meeting and 2) adjust the word "Shall" to "May" regarding the need for a nominating committee. A draft of the amendment was reviewed and deemed acceptable for distribution to homeowners. The board will hold a special meeting on May 7 at 6:30pm to vote on by-law amendments. Mrs. Ridings and Mrs. Turner will work on drafting a notice for the members of the community.
- The board discussed the monument repairs. A proposal from DuWest was received in the amount of \$7,425 to install foundation piers and level all 4 monuments. Mrs. Ridings will obtain a new bid from Masonry Solutions to place foundation and replace monuments in-kind, previous bid obtained in December 2015 quoted \$3,680 per monument. Once new quote is received, if acceptable, the board will vote to have 13th Street monuments replaced in-kind and will replace the X Street monuments in 2019/2020.
- The board discussed community committees, four committees will be implemented with a board member overseeing each committee. Mrs. Ridings will notify homeowners of their committee selection. The committees are as follows:

- Architectural Control Committee – Scott Bradley will be the board chair – Committee is charged with overseeing architectural control approvals and applications.
- Events Committee – Christina Ridings will be the board chair – Committee is charged with overseeing the National Night Out and Santa In The Park events.
- Social Committee – Christina Ridings will be the board chair – Committee is charged with overseeing the Christmas Décor applications as well as Welcoming new members to the neighborhood.
- Beautification Committee – Mike Audish will be the board chair – Committee is charged with overseeing Yard of the Month as well as community landscaping.
- The next board meeting will be held on May 7 at 5:30pm followed by a special meeting at 6:30pm at 1609 Wynfield Drive.

Executive Session was held after business and actions items and is discussed on the following page.

Adjourn

- Mrs. Ridings made a motion to adjourn and Mr. Bradley seconded the motion. The meeting was adjourned at 5:47pm.