

**WHISPERING LAKES ESTATE
HOA BOARD MEETING MINUTES
FIRE STATION #20, 2255 S. GREENWICH**

Tuesday, May 28, 2024: Board Meetings scheduled for April 23, and May 2, 2024 were cancelled due to not having a quorum.

Board Members Present: Stephanie Salsbury, Vice President; Juanita Norton, Treasurer; Nikki Shirley, Secretary; Wyatt Disque and Vicki Loeb sack, Members-at-Large

Board Member Absent: Sara Shaw, President

Other HOA Attendees: Lynn Mowder, Benjie Salsbury, John Sa, and Corey Beckendorf

Stephanie called the meeting to order at 6:30 p.m.

All attendees introduced themselves.

Approval of Agenda: Nikki asked to add "Picnic" to New Business. **Juanita moved to add this item to New Business. Wyatt seconded. Vote was unanimously approved. Juanita moved to approve the agenda as amended. Nikki seconded the motion. Vote was unanimously approved.**

Approve March 26, 2024 Board Meeting Minutes: Nikki stated a correction is needed. New Neighbor, Pricilla Nguyen, was misstated. It should have been Monique Richardson. **Juanita moved to approve the minutes as amended. Vicki seconded. Vote was unanimously approved.**

Approve March and April, 2024 Financial Reports: Juanita reviewed questions Nikki had asked about the reports. The State Non Profit fee of \$40.00 was miscategorized on the March reports. Juanita will correct. It was also noted that the name of this report has changed to INP and will be \$80.00 for two years. Next due in 2026. The "Bank Service Charge" was very large for March and April, \$594.88 and \$950.56 respectively. Juanita explained that there were resident checks sent to us that bounced, so this is where the bank entered the charge back. The website monthly fee seems to vary versus being a consistent amount which recently was changed from \$12.00 to \$14.40. Juanita stated Matt used to send Juanita the amount, but she does not get that now. Nikki will look into this. March "Property Improvement" amount of \$509.38 is comprised of two charges--\$134.38 to fix a burned wire in the fountain control box and \$375.00 to Dragonfly to remove the volunteer trees just north of the west side dam. The April "Office Software" amount of \$212.50 was comprised of two months of Quickbook charges of \$180.00 and then some online payments were accepted from a few neighbors which

resulted in transaction fees of \$11.53, \$18.92, and \$1.90. There was consensus that in the future, we need to get these fees back from the residents or not allow these online payments. Possibly use a different type of online payment that does not have transaction fees. A formula error was found which resulted in a discrepancy between the Statement of Revenue and Expense and the 2024 Monthly Budget Actual totals. Juanita will correct. For residents "prepaying" their 2025 assessment, this amount should be shown on the Balance Sheet under Liability, Prepaid Liability. Juanita will correct all errors and will resubmit the EOM reports. **Nikki moved to approve the reports with corrections. Wyatt seconded. Vote was unanimously approved.**

Old Business: The breaker at the pool was fixed by Sackett Electric. It's possible the in-pool light might be tripping this breaker. So far, everything is working okay.

Dragonfly sprayed the commons and cut down the volunteer trees on the north side of the west dam. Green Mile Construction (Shawn Sater's company) has completed the installation of the rock at the tree line at the back of Reserve G and on the north side of the dam between the northwest and southwest ponds. Jeff Hill installed straw bales at the back of Reserve G.

Update on HOA Start software: Nikki has worked with our technician to keep neighbors out, who were getting into the software, until we are ready to go live. She has completed review of all neighbors' data, correcting errors and entering new neighbors. No other components have been completed. Nikki suggested having a working meeting to review what is left to complete and assign specific board members to each area to complete.

New Business:

Review of how we are doing without a management company: Nikki expressed concern about not receiving the End of Month Reports in a timely manner and not receiving Covenant Compliance Reports. Juanita has had some personal challenges and apologized for the delay in the EOM reports. Stephanie has volunteered to help Juanita. Nikki said she would be willing to help as well. It was recommended to change the compliance reports to monthly versus every two weeks. Both Stephanie and Juanita feel like we are getting more information than we did with the management company.

The pool gate code was emailed to all residents along with a copy of the Pool Rules. All residents were asked to review the Pool Rules with all family members who go to the pool. Stephanie reported some issues with trash not being picked up and bathroom lights being left on. She recommended sending out another email to remind residents of pool responsibilities.

Community Picnic: Linda Mason contacted Nikki and is offering to host another picnic on September 7, 2024. Everyone was appreciative of this offer and will get information out, along with the time, at a later date.

Committee Reports:

Pool: Stehanie reported that Rob will not be needed to service the pool five days a week as initially set up. The following volunteers have been found: Dale Henley, Arwa Armstrong, Darren Nighswonger, Ken Henrich, Don Roser, and Renee Cunningham. Many thanks to these neighbors for stepping up. A dead cedar needs to be replaced. Stephanie can get one for \$60.00. **Juanita moved to replace the cedar for \$60.00. Vicki seconded the motion. Vote was unanimously approved.**

Community Report: The Kids' Fishing Tournament was held April 20 with an excellent turn out. Many thanks to the following who helped with this event: Randy Loy, Wade Brodin, Ben and Stephanie Salsbury, Hadley Hott and Arwa Armstrong.

Arwa is going to hold a Pup Cups for Pups event on June 15 at the pool. She will be making the cups.

Welcoming Committee: Nikki developed a letter to get information on the four rental home residents. She hand-delivered these letters. Two residents responded, one said they are moving the first of June and one has not responded.

We also have a new family in the neighborhood, Lili and Carlos Solarzano and their two daughters, 15909 E. Woodcreek.

Grounds/Maintenance: In addition to the items reported under "Old Business," Lynn Mowder reported difficulty in getting people to respond to requests. Jud Evanson tried to contact Garver (the firm that acquired Ruggles and Bohm the engineering firm that developed our association) to find out about the depth of the west ponds and whether a lining was installed when the ponds were formed. He did not get a response. Jeff Hill has tried to find someone to oversee common areas. No responses.

Lynn stated the grass is growing fast right now due to the rain and asked about getting the grass cut shorter. Stephanie will call Dragonfly and ask them to mow to three inches versus four while the grass is growing so fast this spring.

Lynn thinks we may need to do some landscape maintenance. An area on the east lake has silt washing onto the sidewalk causing a slipping hazard. Wyatt reported some seeding has been done in that area and recommends waiting to see how well that works.

Open Floor to Residents: No comments.

Adjourned to Executive Session at 7:23 p.m.

Resumed Regular Session at 8:00 p.m. and Adjourned.

Nikki Shirley, Secretary
Board of Directors