

Woodlands Winding Brook HOA

Board meeting July 14, 2016

The meeting was called to order by Cindy Johnson at 7:00 pm. Board members present: Cindy Johnson, President; Randy West, Vice President; Elizabeth Starr, Secretary; Ken Shafer, Treasurer; and Sherry Jeffers, At-Large. Financial manager Carolyn Brown and Property Manager Dave Thornbury were also present. Homeowners present were Connie Beckwith, Jeanette Clausen, Donna Davis, Doris Hahn, Steve Hedges, Sarah Johnson, Kriste Lindberg, Cathy Stone, Judy Schmid, and Steve Wennerberg.

The June minutes were moved to be accepted by Randy, seconded by Sherry. This was approved.

Financial report: Carolyn gave the financial report and went through the Profit and Loss statement. There were some larger expenditures due to 2 units needing repairs due to basement water problems. Carolyn also paid two months' worth of landscaping when the bill for both May and June was received in June. Carolyn's fee was also slightly higher this past month due to 5 weeks in the month rather than four. Carolyn has also continued to make progress on delinquent accounts. One homeowner has been served a letter by our attorney and two more are coming up. (If these homeowners don't pay, the next step is small claims and a lien on their properties.) Total income for the month was over \$14K, and net income was approximately \$2K. Our current assets are \$219,311.98. Carolyn asked if there were any questions. She then left at 7:10 pm at the conclusion of her report.

Treasurer's report: Ken then gave our 6-month budget-vs.-actual report. We came very close on estimated income, and Ken anticipates about \$47K will go into reserves. At the same time, there are some big expenses coming up (such as all the tree work). We saved some money on building maintenance and have approximately an \$18K surplus to work with on the next 6-month budget for this category. Ken will be producing a July-December 6-month budget, moving some of these excesses around to account for big upcoming projects. Ken also discussed the "task" spreadsheet that is in process, based on the Sherlock Homes report. (This is so we can deal with similar projects across all buildings rather than going building-by-building.) Ken will work with Dave to understand the types of status codes used by Tempo, and he'll work with Carolyn to enter the information once the categories have been determined.

Property manager's report: Dave gave the report, first reporting on completed projects. Dave clarified that the HOA doesn't pay to deal with inside ants, but he always send somebody out to be sure they're not carpenter ants. Gutter issues with 2376 have been resolved. A pothole was repaired, and the patching and staining has been done throughout the community. There was an apparent water main break by 2313, but the City determined it was a natural spring pushing water up after the recent rains.

We discussed the issue of powerwashing decks. Cindy said this was last done community-wide in 2011. Dave stated that the Board needed to decide how frequently to do this and recommended a policy such as "we power-wash the decks once every X years, and if you wish to do it in between, that's at your expense." There was also a question about how to power-wash "modified" decks that are no longer HOA responsibility to maintain. The upshot is that the Board asked Dave to get a bid from Powerwash Plus for the price per deck: price per top deck, price per bottom deck, and then price per deck with spindles.

Dave will also be getting a bid for reinforcing decks, which lack proper lag bolts into homes as well as proper hangers on joists. This bid is coming, and work might begin in August.

An issue with an overgrown tree at 2366 was forwarded to Greg at Soaring Eagle.

Patio issue at 2376 was discussed (where tree grows through lower deck). This is creating a slab issue in the basement. Engineer Kevin Potter is looking at it.

Concrete pieces have been fixed at 2360. The homeowner claims there is a hole in his foundation. Dave is examining it.

Pavers by the front entrance are glued down by Juris when they become uneven. Dave will be meeting with Juris next week to discuss. The goal is to make the area as safe as possible, but due to the uneven stackstone, the pavers will continue to be an issue until/unless the whole wall is redone.

Old business: We then moved on to Old Business.

Tree update: Cindy reported on the fact that the Category 1 trees had not yet been removed and that the Board was looking into other vendors, such as Bluestone.

New business:

Erosion: Sherry was charged with investigating some temporary solutions to our erosion issues until the big grading can happen. Sherry reported on some possible ground covers, such as ivy or vinca, that could help.

Trash: Jeanette and Judy presented their ideas for signage to hang on dumpsters. This was gratefully received. We also discussed ways to try to be proactive about preventing people from dumping large items (such as mattresses), since we have to pay to have them hauled away.

Garage sale: Donna reported wishing to postpone the garage sale. A new date of Aug. 13 was selected.

Deb Beck replacement: We haven't had anyone in the position of grounds supervisor since Deb Beck left about 5 years ago. The job would involve picking out ground covers, tending common beds, recommending plantings to homeowners, etc. Kriste knows someone who might be able to take on that role (Peter Slothower) and Cindy will be contacting him.

Review of Carolyn: Randy, Chair of the review committee, reported on the review process. **Randy moved, seconded by Sherry, that Carolyn Brown's salary be raised to \$25 an hour, effective July 1. This was approved.**

Homeowner comments: Homeowner Connie Beckwith asked about the status of the dumpster roof project and pointed out that some of the dumpsters that already have roofs are leaking badly. Cindy stated that due to deck safety being a priority issue, these repairs have been back-pedaled for now.

Homeowner Sarah Johnson asked about community grants and informed the group about some Hand grants that are available, with an Aug. 25 deadline.

Elizabeth moved we adjourn at 8:55 pm, seconded by Cindy. This was approved.

The next meeting is August 11, 2016.

Respectfully submitted,

Elizabeth Starr

Secretary