

Woodlands Winding Brook HOA

Board Meeting Minutes

May 10, 2018

7:00 pm Monroe County Library Room 1C

The meeting was called to order at 7:05 am. Board members present: Cindy Johnson, President; Jeanette Clausen, Vice President; Elizabeth Starr, Secretary; and Linda Blair, Treasurer. Financial manager Carolyn Brown and Tempo representative Geri McInerney were absent. Homeowners and residents present: Donna Davis, Valerie Frim, Edward Gubar, Doris Hahn, Kriste Lindberg, Ilana Linder, Carlos Montane, Pam Moore, Aran Mordoh, Matthew Odle, Kenneth Shafer, Susan Seitzinger, Cathy Stone, Sarah Taylor, Steve Wennerberg, and Randy West.

Approval of minutes from April meeting. Ken reminded the Board that Linda is not officially the Treasurer until this has been approved at a meeting; this was added to the agenda. **Cindy moved, seconded by Jeanette, to approve April Minutes as amended. This was approved.**

Financial manager's report. As Carolyn was not present, Cindy reported that the financials are available on Google drive and homeowners should email Carolyn if they have questions.

Property manager's report. As Geri was not present, Cindy went through the Tempo maintenance report (see Appendix A).

Treasurer's report. Linda had nothing to report.

Committee reports. Building & Grounds. Jeanette reported that B&G met on April 23, where the major item of discussion was the citation from the city re violation of landscaping standards. Nature's Link will be putting down seed and straw to come into compliance. There will be a meeting May 11 with members of the Board, Nature's Link, and the city to discuss the remediation plan. Cindy outlined what we knew about how the violation came about and our request for an extension (as the original deadline, May 11, allowed almost no time to get the work bid, scheduled, and done). Several homeowners volunteered to help with watering or a work day.

Old business.

Reserve Study progress. Cindy reported on the initial meeting with Erik Robertson from RSI on April 30 to go over the initial discussion draft. Homeowners will be informed when the next meeting is scheduled.

Light on Circle near 2394. Duke will be installing this light shortly. Part of the tree will need to be trimmed back to make room for the light.

2018 Tree report. The Board is waiting for bids to remove nine decaying trees that could fall or damage buildings, most behind Buildings 4, 5, and 7. The tree report is posted on Google Drive.

Inspection report. The new roof of Building 4 was inspected by Sherlock Homes. (Inspection did not include the gutters, as the new gutters were not yet on.)

Update of Rules & Regs revision. Elizabeth walked through a PowerPoint with suggested revisions to Items 1, 3, 5, 14, 23, and 31. Elizabeth will send this out to homeowners over the next month to solicit feedback with the intention that the Board will vote on these items next month.

New business

Confirming new Treasurer. Jeanette moved, seconded by Elizabeth, that we approve Linda Blair as Treasurer. This was approved. Linda is getting ready to do the review of the first quarter books.

Citation from the city re: landscaping. See above.

New property manager search. Carolyn has done some preliminary work getting a list of property management firms in town that also do HOAs. Elizabeth showed the draft of the “scope of services” we are looking for in a property management firm. Elizabeth will send out this draft in a survey to homeowners asking for any additional suggestions as well as additional recommendations for potential property managers to be approached with an RFP (request for proposal).

Letter from city re Rogers Road work. Cindy reported on a letter we received notifying us that we are adjacent to road work that is expected to be done in 2020.

Retaining wall repair for 2348. Three bids were received, but one was subsequently withdrawn. Of the remaining two bids, the more expensive one includes a drain system to be put under it, and the less expensive one does not (though both bids include using rock to

create a drainage layer). The less expensive bid also includes inspection of the wall before payment and redoing landscaping afterwards. **Cindy moved, seconded by Jeanette, that we accept the bid from C&H for the retaining wall repair for \$2892.68. This was approved.**

Homeowner comments. Homeowners had many questions and comments about many issues, such as the next phase of the Hoosier Water Away drainage project, mulching done by Nature's Link, inspections and contracts, and the history of whether the number of rentals in the community can be capped. Ken stated that he is circulating two petitions for two separate action items—one calling for a special meeting to remove of all Board members except one, and one calling for a special meeting for the HOA to opt in to full association rights. Randy read a note of thanks to the Board from Diane. Sarah reported on a possible grant from Monroe County Soil and Water that might be available to care for our pond.

Adjournment. The meeting adjourned at 9:00 pm. The next meeting is to be held on June 14, 2018, at the Monroe County Public Library, Room 1C, 7-9 pm.

Respectfully submitted,

Elizabeth Starr
Secretary, Woodlands Winding Brook HOA

APPENDIX A



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Woodlands Maintenance Report

Tempo Properties Inc.
5/10/2018

Completed Projects

- Building #4 Gutter Installation – 05.09.2018
- Added seed/straw around Building #6, Nature's Link – 05.09.2018
- Lamp Post Installed between 2394 and 2395 – 05.04.2018
- 2387 – Leak in Basement, Indiana Pro-Clean – 05.03.2018
- 2327 – Deck Handrail replaced/pump for pond moved outside – 05.01.2018
- 2391 – Hoosier Water Away realigned the downspout/drain system – 04.25.2018
- 2352 – Animal in the Soffit, Wildlife Removal Company contacted, will need owner to follow up if the animal is heard again – 04.23.2018
- Roof Inspection of the below – 04.24.2018
- Building #4 Roof Replacement – 04.16.2018
- Bluestone ground the remaining stumps – 04.19.2018
- Reattached dumpster shed/wood pieces/removed wasp's nest – 04.18.2018
- 2372 – Hostetler Concrete repaired spalling – 04.18.2018

In Progress Projects

- Hoosier Water Away – Started Buildings 8, 9, and 12.
- Landscaping Remediation around Building 6 – In progress
- Landscaping Remediation around Buildings 1-7 – waiting on pricing
- 2348 – Retaining Wall Repair – Bids Received
- 2385 – Front Stoop/Sidewalk Repair – Bids Requested
- Garage Roofs – Bids Requested, Covered one area
- Exterior Termite Inspection – waiting on Kelly's Termite and Pest Control to schedule
- 2393 – Foundation Inspection – Waiting on Kevin Potter