# Woodlands Winding Brook HOA Meeting

# Minutes June 18, 2020

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The zoom meeting was called to order at 7:06 pm by President Ken Shafer. Those present were: board members Ed Gubar, Brian Dahlberg, Connie Beckwith, and Cindy Johnson, Mackie Properties representatives Matt Carter, Chelsea Hendren, and Rachel Joseph, and homeowners Kriste Lindberg, Aran Mordoh, Shelley Taylor, Jeannette Claussen, and Cathy Brown.

Homeowner comments:

Kriste Lindberg (2354) requested that the landscape company use more environmentally friendly materials instead of Roundup and plastic netting over new seeding/sod

Aran Mordoh (2393) requested information about executive sessions for the board to be more transparent. She also requested open dialogue with homeowners about trees (trimming or removing) and her concerns about the Building and Grounds committee. She also reported that 25 homeowners had joined the Woodlands Facebook site, where comments and pictures were shared.

Shelley Taylor (2293) requested an update on the grading and whether the board had been in communication with the city about this and the deck posts.

Ken responded to these comments by saying that all resident complaints/concerns need to be sent to Mackie first. The executive sessions were necessary to deal with litigation regarding complaints to the Attorney General, City, and County, which are privileged conversations. All detailed financial records/transactions are sent to the homeowners monthly by Carolyn. The grading is awaiting permits from the city, which have been delayed by Covid19. The involvement of the city and county in regulating work , as well as a new board, has slowed down progress in the work.

The president’s report, given by Ken, detailed how the agenda for meetings is put together, including discussion of items requested by homeowners. Homeowners can request agenda items through the president or any director. With the new board effective January 1, applications for committee members were sent out to the residents. Since there were no applications received, and grandfathering in of members from previous years is not allowed, and some committees dealt with items in the Attorney General complaints, all committees have been disbanded for the time being except those involving the board (executive and finance). As far as the pond is concerned, the board has received a report from Wessler Engineering determining that the pond is not a wetlands. This will be sent to the Army Corps of Engineers for approval, which is needed before any work can begin. Deck posts on 2354 are done, those for 2376, 2378, and 2394 will be done when permits are received. Ken’s internet connection was very poor, so he cut his report short and will try to send it out to the homeowners..

Under new business, the Bluestone Bid Approval of $1786.03 to take down dying ash tree and the ARW Bid of $4820 for Unit 3240 Front Patio Lift were approved.

Mackie Properties was introduced as our new property manager. Matt Carter said their job is to be the liason between the board and vendors, key on details, and give us value service for our fees. Mackie hopes to get as much work done as quickly as possible to improve the Woodlands. They will use our preferred vendors when possible, but also have a list of many vendors they use frequently to call upon. . He requires insurance certificates from all vendors. They have 3 maintenance men on their staff for small projects; larger projects are contracted out.

Chelsea Hendren said that relationships with homeowners can be overwhelming. She requested that all communication from the homeowners be sent in writing, not by phone unless it is an emergency. They will respond within 1-2 days. They have just set up an online portal, Appfolio, for homeowners to use for maintenance requests and concerns, and urged homeowners to take advantage of that.

Rachel Joseph will be the primary contact for maintenance requests for the Woodlands. She is working on getting the key situation straightened out, as they were a mess when received from Jamar. She will be contacting homeowners for which she has no key. She is learning what is HOA vs private homeowner responsibility for landscaping/gardens. She will work with the board on a solution to marking these areas to make it clear to the landscaper what areas the homeowners wish to take care of themselves. Outdoor Improvements is to begin trimming shrubs to ease access to units and clear walkways; more extensive pruning will happen in the fall, which is the proper time for this. She is also going to contact McCoin roofing to schedule the new roof for building 3 now that the major foundation work for 2376 has been completed.

The meeting was adjourned at 9 pm. Next meeting, via zoom, is tentatively scheduled for Thursday, July 9th at 7 pm.

Respectfully submitted,

Cindy Johnson

Board member at large, sitting in for Beth Tankersley, recording secretary, who was unable to attend.