Woodlands Winding Brook HOA

Minutes 8/13/20

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The zoom meeting was called to order at 7:05 pm by President Ken Shafer. Those in attendance were:

Board members Ken Shafer, Ed Gubar, Brian Dahlberg, and Cindy Johnson. Connie Beckwith was absent

Mackie Properties representatives Rachel Joseph, Chelsea Hendren, and Matt Carter

Residents Sarah Taylor, Aran Mordoh, Anna Aleman, Matthew Odle, Jeanette Clausen, Julie Knost, Shelley Taylor and Morgan Banks

**Homeowner Comments:**

Aran Mordoh gave an update on the Facebook group and expressed concerns about how the HOA board is organized.

Sarah Taylor expressed her concerns on the progress of the work on her basement.

**Minutes:**

Minutes from the May 14, 2020, meeting and June 18, 2020, meeting were unanimously approved 4-0.

Ken explained the reason for executive sessions to discuss legal issues resulting from complaints to the IN Attorney General, IN Civil Rights Commission, Various city and county regulators, other legal issues, and protection of HOA assets.

**Search for Recording Secretary:**

Recording Secretary Beth Tankersley resigned as of 8/2/20. The board is looking for a volunteer replacement for this non-voting position.

**Financial Manager Report:**

Carolyn has sent out the monthly financial reports to all homeowners. The final payment for the year for the common insurance will be paid soon. Any questions on these reports can be directed to Carolyn via email.

**Property Manager Report:**

Small projects are being addressed so that larger ones can be tackled. Maintenance items addressed include plumbing, water intrusion, and many bat issues. Projects in progress include landscaping, securing keys to all units, deck repair for 3 units, basement repairs, and continuation of Phase 1 of grading plan. Permits are being obtained for the last 3 items. Residents should put in any maintenance requests in writing through their portal.

**President’s Report/Old business:**

Permits are ready for decks at 2376, 2378, and 2393.

There have been many bat infestations and it appears that it is now under control.

Special assessment work is ongoing for 2376 and on hold for 2378 (due to a waiver issue.)

New roof on building 3 is waiting for the deck repair to be completed first.

Hickory nut signs have been installed.

**Treasurer Report:**

Most of the funds from the special assessment have been collected. A portion of that is being held in a special fund for future work. The budget will need to be adjusted due to the unexpected cost of removing bats from several units. The budget will need to be checked against expenses to see if a fee increase and/or special assessment will be necessary in early 2021.

**New business:**

Contracts to be approved to IN Wildlife for bat removal:

#2370 $1645 Cindy moved to accept, Brian seconded. Passed 4-0

#2366 $745 – Brian moved to accept, Cindy seconded. Passed 4-0

#2336 $4070 Brian moved to accept, Cindy seconded Passed 3-0 (Ed Gubar recused himself)

Security for Communications:

Website needs a members only area to view minutes and other important documents available only to homeowners. One password to be provided to all homeowners.

Confidentiality agreement needed for documents on Google Drive and Emails.

Ken polled the board for their thoughts on what was an acceptable cash balance to have on hand at the end of the year. He will compile the average once he gets Connie’s input.

Ken polled the board members present on their perceived priorities for the following maintenance items:

Grading phase 1.5, Grading phase 2, Garage Roofs, Residential Roofs, Repairing buckled sidewalks, Landscaping (broken down into Shrub removal, fall seeding, shrub replacement, mulch, and regular contracted services), Gutter repair/replacement, Gutter cleaning, Pond remediation, Decks (inspections, post replacement, and remediation), chimney repair, additional foundation repair, website support, speed bumps, spigot tightening/winterizine, repaint parking lines and numbers, pothole repair, pest control, tree limbs, and termite treatment. Each board member ranked the priority of each item from 0-5, with 0 being top priority. He will poll Connie on the same and compile the results for the next meeting.

The meeting was adjourned at 9:26 pm.

Respectfully submitted,

Cindy Johnson