Woodlands Winding Brook HOA

Open Board Meeting

Minutes 4/8/21

The zoom meeting was called to order by President Ken Shafer at 7 pm.

Those present included:

Board members: Ken Shafer, Brian Dahlberg, Connie Beckwith, David Zaret, and Cindy Johnson

Mackie Properties: Rachel Joseph, Chelsea Hendren, Matt Carter

Homeowners: Aran Mordoh, Cathy Stone, Peter Krstanovski, Jean Piatt, Jeanette Clausen, Anna Aleman, Kristi Lindberg, Shelley Taylor, Matthew Odle, Donna Davis, Ranji Abraham, Allie Ferrerio, Sofia McDowell, Jovanka Nicolai, Valeri Grim

Ken announced that there were to be no recordings of the meeting or messages sent to board members. Since homeowners had extended time to make comments during the town hall meeting, there would be no homeowner comment period at this meeting.

Town Hall Meetings will be held bimonthly or quarterly. These would include plenty of time for free homeowner discussion and also presentations about items of interest to all, such as how to access the Google drive.

The following minutes were approved, as moved by Ken and seconded by Connie: 2/25 Member meeting, 3/11 Regular board meeting, 3/23 Called meeting. No minutes were taken at the town hall meeting as it was not a business meeting.

Ken gave a summary of items discussed at the closed executive meeting 3/4/21.

Financial manager/Treasurer report: March reports were prepared by our new financial manager, Stephen Miller CPA. The aging report is creeping up, and the budget may need to be adjusted due to the shortfall in collections from special assessment.

Property manager report: Revised proposals for several front entryway repairs and 2378 have been received. An engagement letter has been sent to a licensed structural engineer to evaluate several properties. Contracts for many projects have been signed and sent out, and they are awaiting scheduling. There is an appointment to meet with a representative of the Monroe County Building Department regarding decks and joist fasteners.

President’s Report: The board will hire a 3rd party project manager for a specific project in the community. Ken stressed that homeowners need to abide by boundaries with vendors, guests, and the property manager so that work can be done on a timely and interference-free basis.

Response to comments at Town Hall meeting: The board was pleased to see the large turnout at the Town Hall Meetin. Ken and Connie spoke on several of the issues, including how the board can communicate better with homeowners, addressed misinformation that came up, and stressed that the board and homeowners need to work together for the common goal of improving our neighborhood.

Brian spoke about the grant proposal for the entry to the Woodlands. There is no word yet on if it has been approved. Alternatives could be just having a sign on one side of the entryway, or do the sign without extra trees. He asked homeowners to email their thoughts to [hoa@woodlandshoa.net](mailto:hoa@woodlandshoa.net)

Old business: Deferred to May meeting

Board reorganization:

Ken nominated David Zaret to be Vice President. 2nd by Cindy. Approved 5—0

The following committees will be formed:

* Executive: Ken and Cindy
* Governance & Legal: Ken and David
* Operations (Maintenance tasks): Cindy and Connie
* Financial: Ken and David plus 1 or 2 homeowners
* Community and Grants: Brian and several homeowners

Communications: Brian moved this be merged with Community and Grants committee, David 2nd, approved 5-0

Homeowners interested in serving on the last two committees are encouraged to contact the board member listed.

New business:

Contracts to be approved:

* McCoin – Roof on building 6 plus Chimney repair – Ken moved to accept, David 2nd, approved 4-0 (Connie abstained as she lives in that building)
* McCoin – Roof for building 7- David moved, Cindy 2nd, approved 4-0 (Ken abstained as he lives in that building)
* J&R proposal to care for bees and woodpecker removals in 8 units. Ken moved to accept, Cindy 2nd, approved 5-0
* Letter of engagement with Bob Malcomb, structural engineer, to inspect and recommend repairs on several units. Ken moved, David 2nd, app 5-0
* Ray Construction bid for repair 2315. Ken moved, Cindy 2nd, approved 5=0
* Woods Electric for lighting repair. Ken moved, David 2nd, passed 5-0

Ken moved, David 2nd to adjourn

Meeting adjourned at 9:15 pm.

Next open board meeting will be held on Thursday, May 13, 2021 at 7pm via zoom.

Respectfully submitted,

Cindy Johnson

Acting Secretary