

# 2024

## January Annual Meeting

### The Woodlands Winding Brook HOA

01/11/2024

#### **Professionals:**

Property Manager: Jamar Property Management

Financial Manager: Laurie (*via Stephen Miller CPA*)

Administrative Assistant: Megan/Aran

Handyman: Mike with Lane Maintenance

#### **Board:**

Vacant: President

Shahana Ansari: Acting Vice President

Lisa Meuser: Secretary

Valerie Grim: Acting Treasurer

Cathy Brown: At large board member



the woodlands

# Reminder of contact information

*Listed at the bottom of the agenda and on all board emails*

The Woodlands HOA Website: <https://www.woodlandshoa.net/>

Homeowner Request link: <https://www.woodlandshoa.net/hoa-requests/>

Homeowner Google Drive Access:

<https://drive.google.com/drive/folders/0AINrI5OycSUwUk9PVA>

Open board meetings 2<sup>nd</sup> Thursday of the month from 7-8:30pm (no December meeting)

Townhall meetings 3<sup>rd</sup> Thursday of the month Quarterly (March, June, September (no December meeting))

*Please use the **website for all needs** including supplemental documentation or pictures along with your HOA request.  
You may call Property Management Jamar if you need assistance with this.*



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# 1. Call to Order ~ Shahana (7:00-7:02)

- Recognition of attendees (homeowners, board member, professionals and notetaker)
- Logistics reminders
  - **Time frame:** Open board meetings 7-8:30 (with a 6-7 exec meeting prior). In respect to our volunteers, we will not go over this time frame.
  - **Frequency:** Open board meetings 2<sup>nd</sup> Thursday of the month from 7-8:30pm (no December meeting)
    - Zoom meeting ID: 9202020239 no password
  - **Purpose:** Open board meeting purpose:
    - Professionals & board reports information to homeowners (provides education when time allows)
    - HOA Board publicly votes on non-confidential, non-urgent new items of business.
  - **Comment Period:** Please hold all homeowner comments for the “homeowner comment” period at the end of the meeting or when the board asks for feedback on items before voting (last 15-30 minutes, as time allows). We welcome homeowner comments, as it provides valuable feedback for the board’s decision-making process to help the community.
  - **Rules:** No disparaging/derogatory written or spoken comments allowed.
    - 1<sup>st</sup> violation = warning.
    - 2<sup>nd</sup> violation = loss of speaking privileges during homeowner comment period (possible removal for meeting disruption)
  - **Technology:** Chat bar purpose: for technical issues only (same procedure as above)
  - ***We will do our best to have 30 minutes of reports/guest speakers, 30 minutes of new board business, and 30 minutes of homeowner comments (as time permits).*** We may deviate from this schedule based needs of items and time.

## 2. Land Acknowledgement & Grounding Exercise ~ Shahana (7:02-7:03)

Photo Credit: <https://www.in.gov/dnr/forestry/properties/morgan-monroe-state-forest/>



- As we work to build and repair our community, we must honestly and humbly confront the uncomfortable events in our past that have led us to where we are now.
- To do this, it is important to start from the beginning and know our origin stories. The uncomfortable truth is that we are inhabiting (and benefitting from) land that was illegally and violently taken from the indigenous peoples who cared lovingly for it. Much of the economic progress in our community since that time is a direct result of forced servitude and unpaid labor of people of color, a majority of whom were enslaved African peoples.
- We recognize tribes like the Miami, Delaware, Potawatomi, and Shawnee as past, present, and future caretakers of this land, and we recognize the need for inclusive organizational and interpersonal practices to begin addressing the horrific history on which our economic stability was borne.
- If we fail to recognize the immoral and violent foundation on which our community was built, we can never claim full honesty and transparency. We commit to the difficult work necessary to create and promote a more equitable and just neighborhood culture.

### 3. Diversity Items~ Li (7:03-7:05)

#### **Diversity Commitment**

- ▶ The current board is committed to diversity, equity and inclusion
- ▶ Racial, homophobic, gender or any discrimination words or actions will not be tolerated
- ▶ If anyone ever experiences being a victim of a slur being towards them, they should file a homeowner request immediately.
- ▶ We have queer people, people of color, people of various genders, people of different ages and people with disabilities serving on this board, and this diversity is important.
- ▶ The HOA board is taking proactive steps to make sure accommodations are updated regularly for older residents and residents with different abilities
- ▶ ADA requests responded to as soon as possible, closed captions turned on for meeting, microphones checked before zoom meetings, ADA path to pond area deck being reviewed.

#### **Hate speech**

- ▶ We are striving to adopt a good will approach
- ▶ Zero tolerance policy for use of derogatory slurs
- ▶ Victims of hate speech are asked to report incidents (include documentation if possible) so they may be formally addressed by the board
- ▶ We value inclusivity and consider addressing the use of hate speech in the neighborhood an important issue

## 4. Financial Manager's Report ~ Laurie (7:05-7:10pm)

- Current report on financials that are sent out to homeowners and put up on the Homeowner Google Drive (this includes invoices, contracts and all other financial documents sent to homeowners)
- Any upcoming fees due
- Different ways to pay fees ~ reminder of paying on the website

## 5. Property Manager's Report ~ Jamar (7:10-7:15pm)

- Report out on work in the neighborhood and bids being acquired
- Bring up Yearly Maintenance Schedule (YMS) to review with PM

## 6. Guest Speaker~ Shahana (7:15-7:45/8:00)

- Chelsea Moss (civil engineer from Abrams & Moss)
- New business: 2 bids to review for the modified bioretention area, obsolete pond area, stormwater drainage area
- **Homeowner question period** (*if time*)
  - **Note: The Woodlands Bioretention Project & Native Landscaping Maintenance**
- *Please note that both bids are from contractor teams where one contractor will install most of the hardscape items and one will install most of the landscaping.*



## 6. Guest Speaker~ Shahana (7:15-7:45/8:00)

### Bioretention Project:

Contractor(s)	Eco Logic Scenic Construction (sub)	Taycon Deep Roots Landscape Design (sub)
<b>Base Bid:</b>	\$149,826.00	\$94,524.05
<b>Alternate A: Use precast segmental block in lieu of limestone on wall along trail</b>	+\$2,000.00	-\$251.05
<b>Alternate B: Observation Platforms</b>	+\$9,800.00	+\$6,400.00
<b>Alternate C: Park Benches</b>	+\$8,900.00	+\$7,100.00
<b>Alternate D: Mulch path/trail from existing sidewalk to deck (in lieu of concrete)</b>	-\$4,500.00	-5,850.00
<b>Base + B/C:</b>	\$168,526.00	\$108,024.05
<b>Notes:</b>		Base Bid and Alternate B utilize Recon Wall Block in lieu of the limestone blocks (these are a large concrete segmental block that give an appearance similar to the cut limestone)

### Native Landscaping (& Bioretention) Maintenance:

Contractor:	Eco Logic	Deep Roots
<b>Bioretention Maintenance</b>	Year 1: \$10124.00	Included below
<b>Native Landscape Maintenance</b>	\$19,099.00	For 2024: \$5,000.00
<b>Native Landscape Design</b>	\$3,428.00	Ad Hoc
<b>Native Landscape Installation</b>	TBD, based on Design	Ad Hoc

## 7. Approval of Minutes ~ Shahana (7:45-7:46)

- Open Board Meeting (None):
  - **Action:**

# 8. Report out on Decisions ~ Shahana (7:46-7:48pm)

- ▶ Board AWM
  - ▶ \$2,000 for wood chips
  - ▶ Meeting minutes for September & November 2023 Approved so they could be put up on the website/HGD
  - ▶ 2024 Operational and Reserve budget (after feedback taken from finance committee)
    - ▶ Operational budget: Balanced budget and easier budget categories for the FM ~ thanks to the Finance Committee for all their hard work on this!
    - ▶ Reserve budget: \$135k allocated for large repair projects in 2024:
      - ▶ 17k foundation drains funding sourced from past special assessment funds
      - ▶ 58k drainage funding sourced from past special assessment funds
      - ▶ 20k power wash / stain unit deck funding sourced from reserves
      - ▶ 40k obsolete pond area funding sourced from reserves (addition funding needs ~ possible grant funding)
  - ▶ Appointment of Cathy Brown to the board of directors ~ appointment to end December 31<sup>st</sup> 2024
- ▶ Executive meeting decisions
  - ▶ Leans/Foreclosures/payment plans signed by homeowners
- ▶ Property Manager DMA
  - ▶ See property manager report
- ▶ **Please note:**
  - ▶ *Discretionary Monthly Approval (DMA) ~ Property manager has \$1,000 per month per their contract.*
  - ▶ *“Action without a Meeting” (AWM) is business that is voted on by the board via the board email, which is standard practice for the board between meetings. Voting by email must be a unanimous vote by the entire board for the vote to pass. This is a standard and proper procedure and necessary for the large amount of maintenance that is required from a property as robust as The Woodlands.*
  - ▶ *Time limitations: the current board has been following homeowner requests to have more speakers at our meetings and more homeowner comment period times. This leaves us with less time to review contracts and The Woodlands has a large amount of external and common area maintenance work that must be contracted to meet the board’s obligation to repair and maintain these areas. Please note that we review as many contracts as we can at open board meetings, but sometimes time limitations and confidential legal items limit this process.*

## 9. Executive References ~ Li (7:48-7:50pm)

### ➤ Executive meeting 01/11/24

- Arrearages, confidential matters, legal items, HOA requests, correct policies/procedures
- 1 pending Indemnification case
- 1 lawsuit against the board originating in 2020

*Note: The board cannot comment publicly on pending legal*

### ➤ Lawsuits/Legal Updates: You can look up the public legal cases online

- mycase.in.gov , or <https://public.courts.in.gov>
- Current active case #s: 53C01-2105-PL-001157 (& 1 confidential indemnification case)
- Non-active case #s: 53C06-2206-CT-001096, 53C06-2212-PL-002665, 53C06-2205-MI-001071 (& 5 confidential cases)
- Helpful link to see up-to-date info in your neighborhood: <https://monroein.elevatemaps.io/>
- Cases that are private and can't be shared with homeowners: Bloomington Human Rights Commission, Indiana Civil Rights Commission and Protective Order Cases.
- Filings of disability discrimination cases have increased greatly for all HOAs nationally (despite their validity).
- Please consider meeting with the board and then mediation before filing cases like these, as legal costs are shared by all homeowners. The board is hopeful that we are moving in this positive direction, as we have two meetings with homeowners recently and one mediation CJAM meeting. This is a good step forward for our community.

# 10. President's Report (slide 1) ~ Shahana (7:50-7:55pm)

New/Updated items (*look at agenda for details & standard items*)

- **2024:** Monthly HOA fees to stay the same and no special assessment for 2024
- **2023 financials trends:** See information from the financial manager (financials sent out monthly and on the HGD)
  - 2023 tentative surplus \$170,906.12 (from arrearage collections, special assessments, grants, savings in the budget)
  - Our 2023 savings will be very important for reserve funds needed for big projects in 2024/2025: Drainage, modified bioretention area and possibly others.
  - **Arrears:** collecting on arrears (arrears down to \$23,000, were around \$90,000 when 2022 board members started).
  - Total account balance \$349,079.95 (see financial reports for more details)
- **Delinquency Policy Resolution (DPR):**
  - Effort for fair process to collect HOA fees (i.e. arrearages)
  - At 90 days late, FM sends 1<sup>st</sup> & 2<sup>nd</sup> written notices, then the account goes to legal. Please see the website for more info
- **Board Positions:**
  - 1 open board seats for term ending on December 31, 2024: Please submit an HOA request if interested.
  - 3 open board seats for 3-year terms in 2025. Please look out for candidate statement forms to come out soon! Voting over mail August-October tentative.
- **Calendar:** Please check the calendar regularly for updates and events (Homeowner Google Drive)
  - Spring garage sale
  - October annual meeting with budget review/approval
  - Fall Community Volunteer event and yearly chimney inspections
- **Logistics:**
  - Annual meeting held on the 2<sup>nd</sup> Thursday of October over zoom.
  - Meeting notices (paper mailings) are required to be sent out no more than 30 days prior, but at least 10 days prior.
  - Next election cycle is the fall annual meeting in 2024 with 3 board seats to fill 3-year terms (mail in voting by homeowners)

# 10. President's Report (slide 2) ~ Shahana

## ➤ Dispute Process & HOA Request System (*Homeowner vs HOA disputes*)

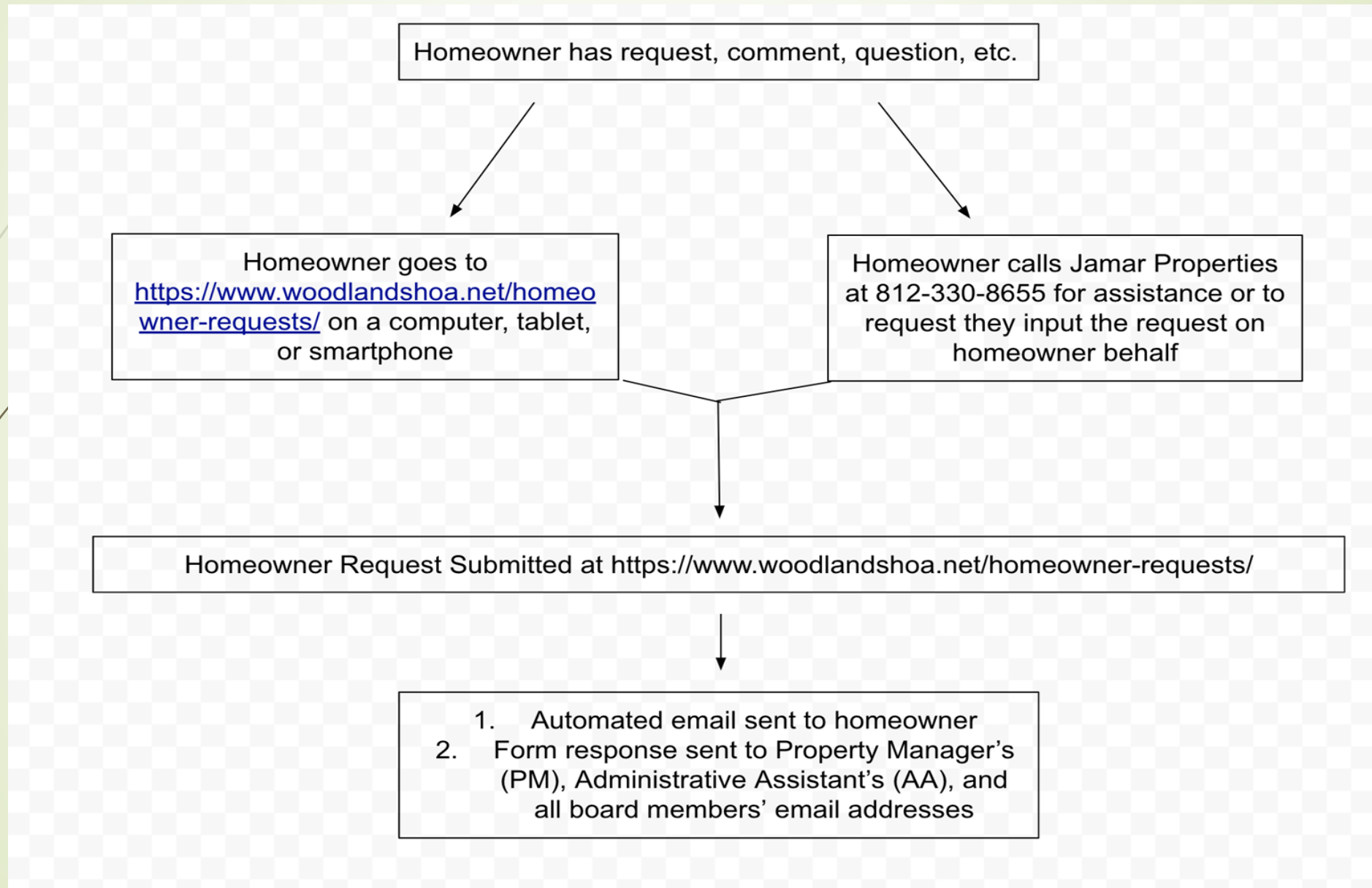
1. All HOA requests and communication **must** go through the HOA request page on the website: <https://www.woodlandshoa.net/hoa-requests/>
2. Including: maintenance, financial, documents, complaints, general questions etc.
3. Requests can be submitted on a computer or phone.
4. Call Jamar Property Management if you need help or would like for them to submit on your behalf.

## ➤ Dispute Process:

- 1. HOA request submitted on the website; homeowner unsatisfied with response.
- 2. *A homeowner may ask the board for a zoom meeting if you feel that your request has not been resolved (use the HOA request portal on the website). Please do this **before** moving to legal action, as legal action costs all homeowners money and puts our insurance at risk. The meeting will be with one homeowner only and all board members must be invited.*
- 3. *If after a homeowner's zoom meeting with the board they feel their issue hasn't been resolved, a homeowner may ask for a mediated zoom meeting with the board through non-profit organization CJAM (homeowner must initiate).*
- *We must change the culture in our neighborhood to use an internal Dispute Process to save on legal costs, as this helps us avoid using legal methods for disputes. Legal action puts our whole neighborhood at risk and could potentially severely impact our homeowner fees and property values.*
- *If you are a homeowner in current litigation with the board, we CANNOT meet with you until your legal matter is resolved.*

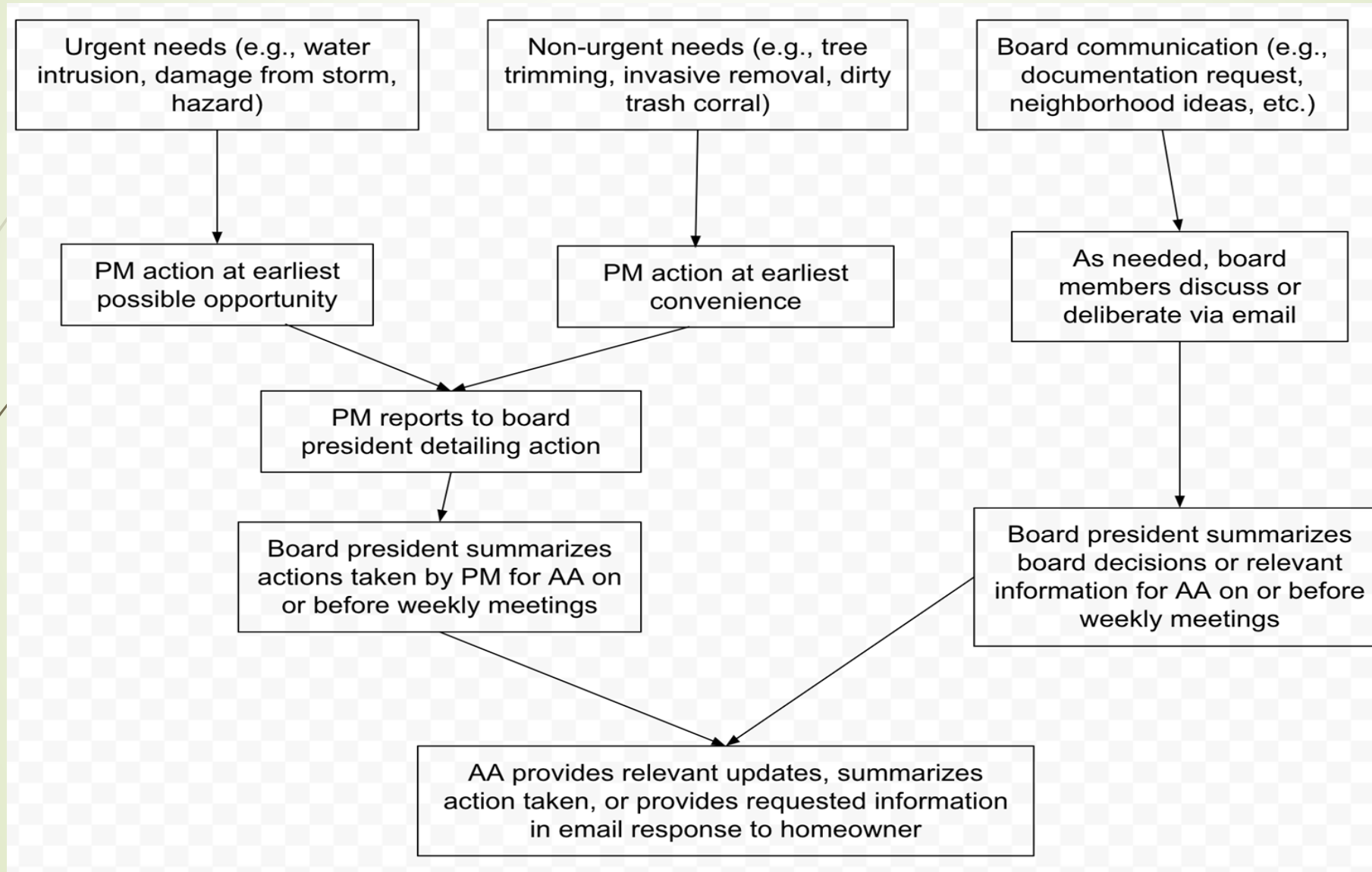
## 10. President's Report (slide 3) ~ Shahana

### ► Dispute Process & Homeowner Request System (Homeowners vs HOA)



# 10. President's Report (slide 4) ~ Shahana

## ► Dispute Process & Homeowner Request System (Homeowners vs HOA)





# 11. Treasurer's Report ~ Valerie (7:55-8:00)

*New/Updated items: look at agenda for details & standard items*

## ➤ New/Updated Items

- **Financial manager documents**: Emailed to homeowners and uploaded to the *Homeowner Google Drive* monthly
- **Financial Manager funds totals**: Better than expected for 2023, will determine for 2024
- **Legal expenses**: Still high due to homeowner-initiated lawsuits, jeopardizes our external insurance cost
- **2024 budget**: Financial committee will track/make recommendations for the 2025 budget before annual meeting, as well as a 5–10-year budget recommendation after the RSI study comes out
- **Reserve/RSI study** (in progress): Trying to plan for a guest speaker and info about in February
- **October 2024 annual meeting**: Where the budget will be reviewed and approved usually
- **Quarterly Internal Audits**: In progress for the new year, satisfactory for 2023
- **HOA Payments**: can be made on the website: <https://www.woodlandshoa.net/payment/>
  - Please check the “current financial manager procedures” for data and all correct procedures being taken by the board to ensure financial safety.
  - Please note that current fees and yearly costs to homeowners can be found on the website

## 12. Financial Manager Procedures

### ➤ Documents for Homeowners to review

- FM sends financials via email (monthly) to all homeowners & puts on the HGD in the “Financial Statements Public.”
- FM puts the invoices/receipts once a month in the “Invoices & Receipts.” *HGD*
- FM puts the signed contracts once a month in the “Contracts.” *HGD after a board member and the contractor sign them and email them to the FM/PM/Board*
- FM adds any insurance information for new contractors to the *HGD*
- FM adds the public contact list once a quarterly in “Contact List” with a reminder from the Admin Assistant via the YMS and emails those lists the PM & Board
- Board members continue to add reports and studies to the HGD as received (property manager, committee reports, meeting minutes and other)

*Homeowners have access to documents they are allowed to review within a reasonable amount of time.*

## 13. Financial Manager ~ additional info for homeowners

- **Financial Manager Procedures**: The board is following all procedures advised by our financial manager to keep our funds safe.
- **HOA Board Approval**: HOA board business is approved by the board either by open board meeting, exec meeting when appropriate, action without a meeting over email or property manager allowed approval allocation (\$1,500 per month).
- **Payment Approval**: Invoices are approved by two board members via the HOA Request system on the website before a check or online payment is made.
- **Check Signing**: Checks are verified by two board members via HOA Request system or email before signed with Valerie's signature stamp (or Cathy's possible in the future).
- **Debit card purchases**: are approved by the board or property manager before use and have an invoice/receipt.
- **Monthly Financial Statement Review**: Each month the financial statements are reviewed by the admin assistant and board prior to being sent out. The financial committee then gives feedback on these statements.

# 14. Committee Reports ~ Valerie (8:00-8:05pm)

## ➤ Current Committees:

- Buildings & Grounds Committee: Blair Beavers, Kriste Lindberg & **Shahana** (head of committee)
- Finance Committee: Cindy Johnson, Kris Kuntz, Ash Gupta, **Malcolm Web** (head of committee)
- Outreach Committee (*Outreach, Welcoming, Recreational & Social Gathering Committee*): Peggy Billeck, Sam Troxal, **Cathy Brown** (head of committee)

## ➤ Notes on how to get involved

- Put in a homeowner request on the website indicating what committee you would like to join, and the board will vote on it.
- Homeowners wanting to be more involved ~ this is a great opportunity!
- Possible other committee: Inclusion & Engagement Committee
- Note: some committee members have reported facing harassment by fellow homeowners ~ this is not acceptable behavior. Please have respect for our hard-working volunteers!

# 14. Committee Reports (slide 2)

## Buildings & Grounds Committee

- **Stormwater drainage grant**: Applying again in 2024 for the modified bioretention area / obsolete stormwater drainage area
- **Herbaceous invasive management** To be a part of the drainage area yearly maintenance and native planting maintenance for the entire Woodlands property
- **Woody invasive management** contract from Bluestone for 3 years (removed spraying from Landscaping contract)
- **Spring & Fall events**: Spring garage sale and fall community volunteer day event
- **Small and simple grant**: for car charging stations
- **Rules & Welcome Packet**: Providing update recommendations for the rules document and welcome packet on native and invasive plants

# 14. Committee Reports (slide 4) ~ Valerie

## ➤ Finance Committee

Updates:

- 2025 budget recommendations
- 5-10 planning recommendations after the Reserve/RSI study comes out

# 14. Committee Reports (slide 5) ~ Valerie

## ➤ Outreach Committee

Updates:

### ➤ **Welcome Package**

- Gathering information/ideas to include in a Welcome Package to give to new homeowner to familiarize them with where to find answers to questions, where to submit homeowner requests, etc.
- Looking at a printed package for new homeowners as well as an online reference for all homeowners.

### ➤ **Building Community**

- Reviewing a variety of events and social groups that could help build community in the Woodlands. More information to follow.

# 15. Operations Report ~ Shahana (8:05-8:15pm)

## ➤ New/Updated Items

➤ 309 HOA requests in 2023, 4 HOA requests in 2024

*(update 13 HOA requests as of 01/11/24) ~ charts in next slide was from before this data was pulled)*

➤ All requests answered and **documented in the HR spreadsheet** in a reasonable amount of time

➤ Reminder of Common Areas & External Items (see slides below):

➤ Common area fences, sides/fronts/back of buildings & decks, trash area, dog stations, hammock area, pond area deck, basketball court & wood chip trails.

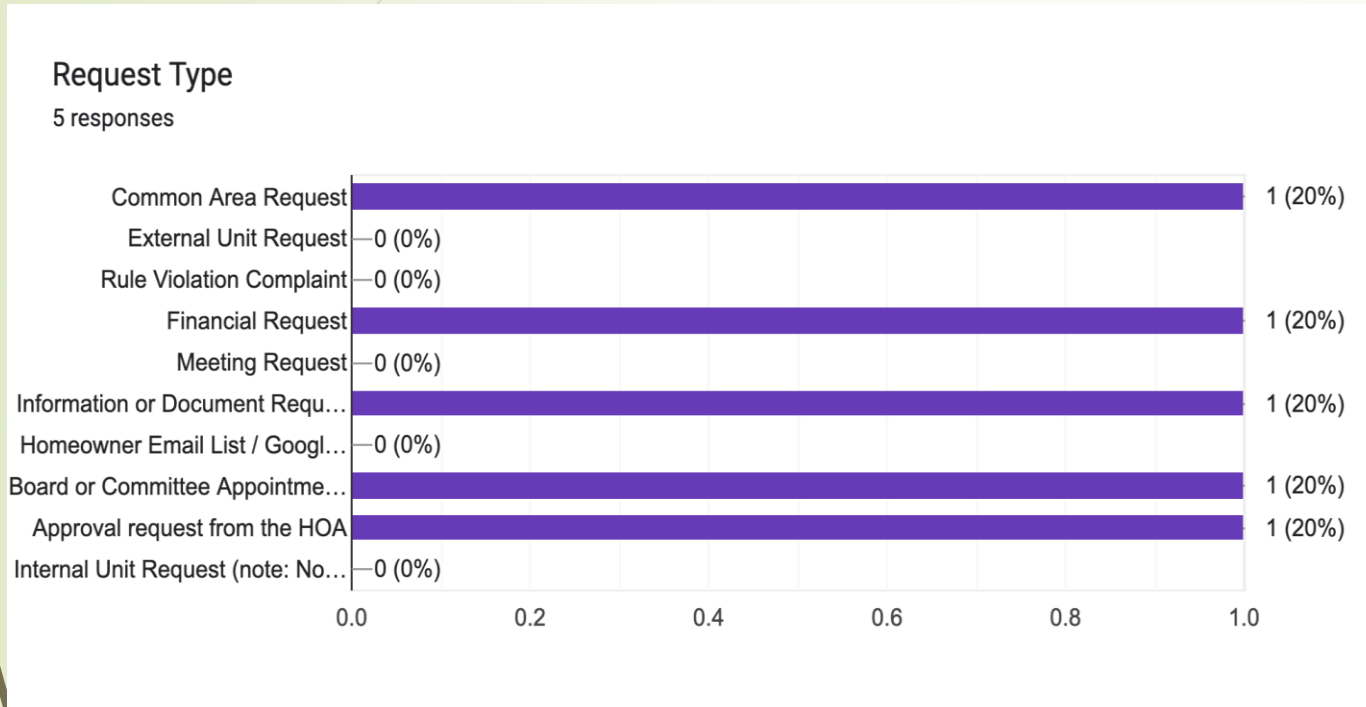
➤ Repairs/restorations to the common areas ongoing (in picture slides)

➤ Standard Items (read the detailed agenda)



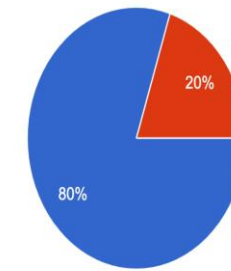
# 15. Operations Report Data ~ Shahana (8:05-8:15pm)

➔ 4 HOA requests in 2024



How are you affiliated with The Woodlands neighborhood in Bloomington Indiana?

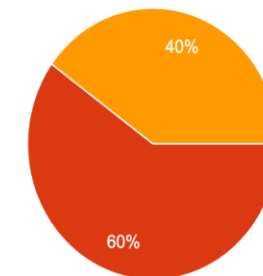
5 responses



- Homeowner
- Renter
- Real Estate Agent
- Prospective Homeowner
- Rental Unit Management Company
- Community Service Provider
- City of Bloomington Representative
- Contractor for The Woodlands

Do you consider this request to be urgent (i.e., needing immediate action to prevent severe damage or harm) or non-urgent (i.e., needing action as pro... issue does not pose an immediate hazard or risk)?

5 responses



- Urgent
- Non-urgent
- Not sure

**A friendly reminder:**

Being kind to your fellow neighbors creates a peaceful space for us all to live in!

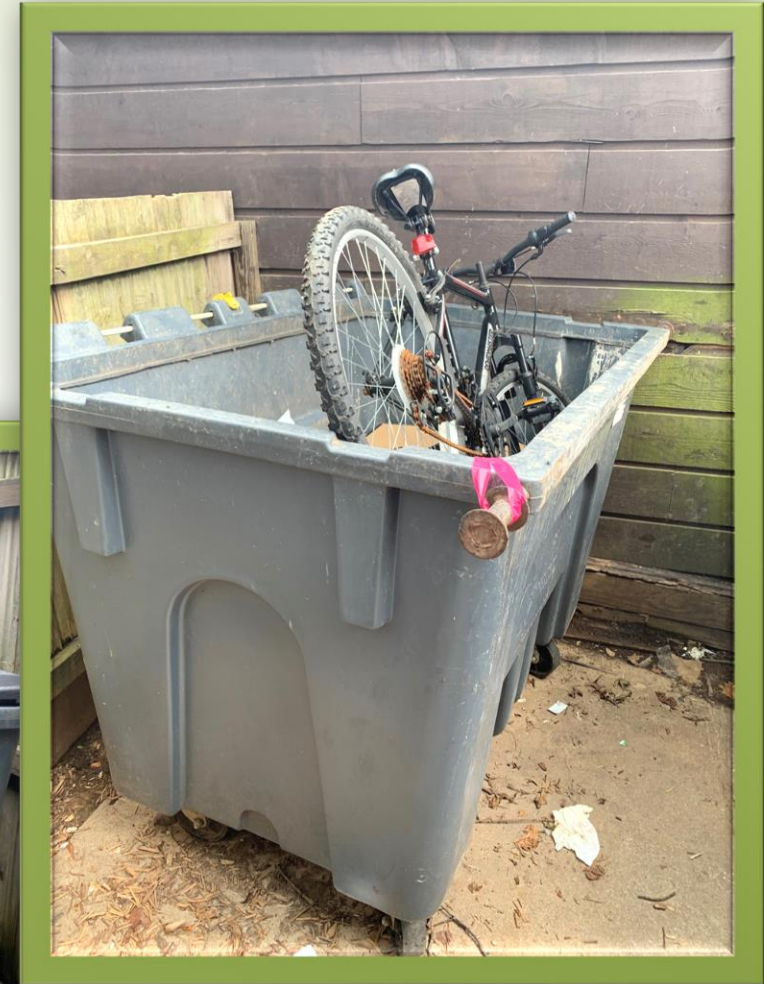
**Common Areas:**

Please put in a homeowner request if you have any feedback or any accommodations needed for the common areas or external items covered by the HOA



## Dumpster Area Reminders:

- Trash must be properly put into a sealed garbage bag.
- Garbage bags must be put into the dumpster with the lid closed on top.
- No disposal of large items or furniture (all homeowners get charged extra for this!)
- Please keep the dumpster lids closed
- Please check both sides of the dumpster if full (back side being left empty)
- Thank you for homeowner feedback, as we continue to improve the trash areas!!!



## Dog Bag Stations

- Dog waste must be properly put into a dog waste bag (available at dog bag stations).
- Dog waste bins are for dog waste only — please use regular trash bins for other types of waste
- Please be courteous and dispose of your dog waste promptly and don't let it sit outside for long periods of time
- Upon homeowner request, the neighborhood now has 6 dog bag/waste stations, which should help keep our neighborhood clean and be convenient to all homeowners and renters!
- Still having issues with some homeowners leaving dog waste a foot or two by the dog stations. Please make the extra effort to clean up after your dog and check that your kids are doing the same! 😊



## Common Area Privacy Fences:

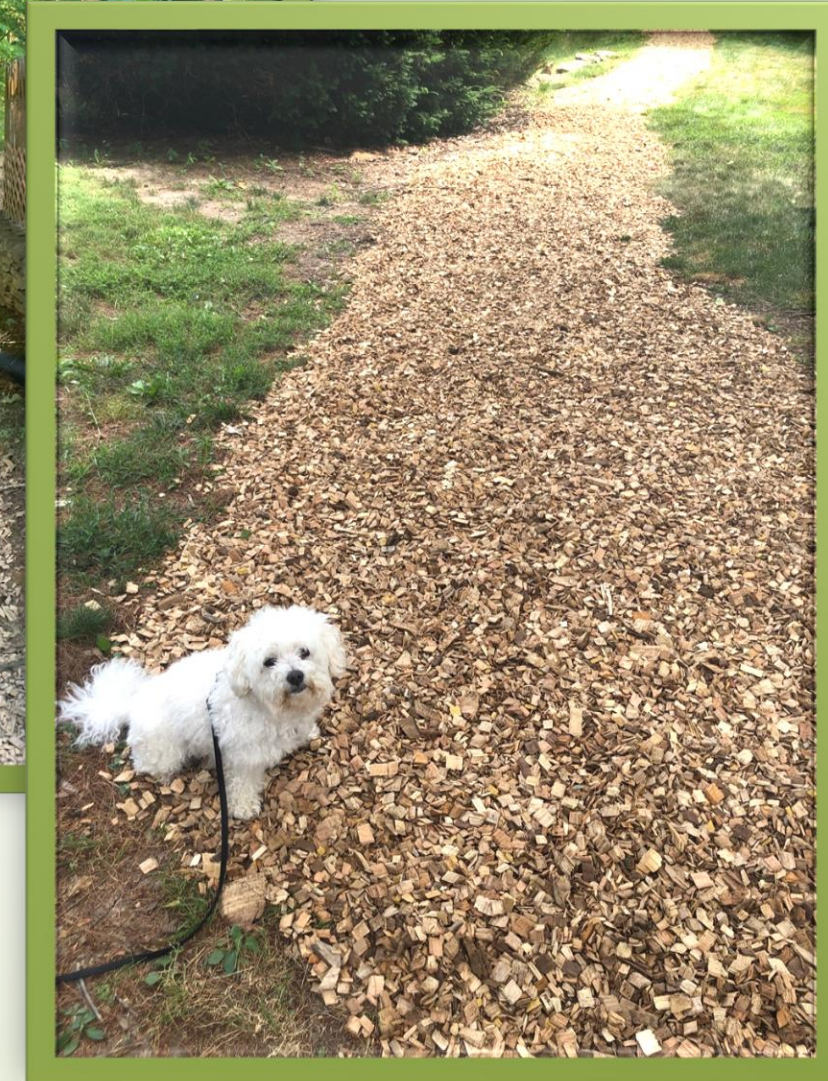
Friendly reminder not to let plants grow on them



- Please don't let any plants grow up the sides/back/fronts of buildings or on decks/fences
- Plants damage the external buildings and make it difficult for building maintenance to be done.
- Any plants growing up the buildings/decks must be removed for regular building maintenance

## Wood Chip Trail & Common Area Reminders:

- Keep personal items clear of the wood chip trails.
- Pick-up after your dog around this common area
- Please do not disturb or move items in the common area: benches, picnic tables or hammock.
- Please do not plant or put personal items in the common areas, as they belong to all homeowners to enjoy.
- Please do not kick apart the wood chip trail.



**Common Areas around The Woodlands**

Repaired/Restored and looking great!!!



**Modified Bioretention Area Deck**

Reminder that these areas are for all homeowners to enjoy so please keep them clean and keep them free of personal items!



Wood chip trails between buildings 1 & 11 with bench

**Common Areas around The Woodlands**

Repaired/Restored and looking great!!!



**Picnic tables near the HOA garage and garden area**



**Green area between buildings 5 & 6 with bench**

Reminder that these areas are for all homeowners to enjoy so please keep them clean and keep them free of personal items!



## COMMON AREA

\*New basketball pole/backboard

\*Pavement dug out

\*Drain cleared out and prevention screen installed

\*Trees trimmed back & invasives removed

Please work to keep this area clean and follow instructions on the sign (no use after 10pm)



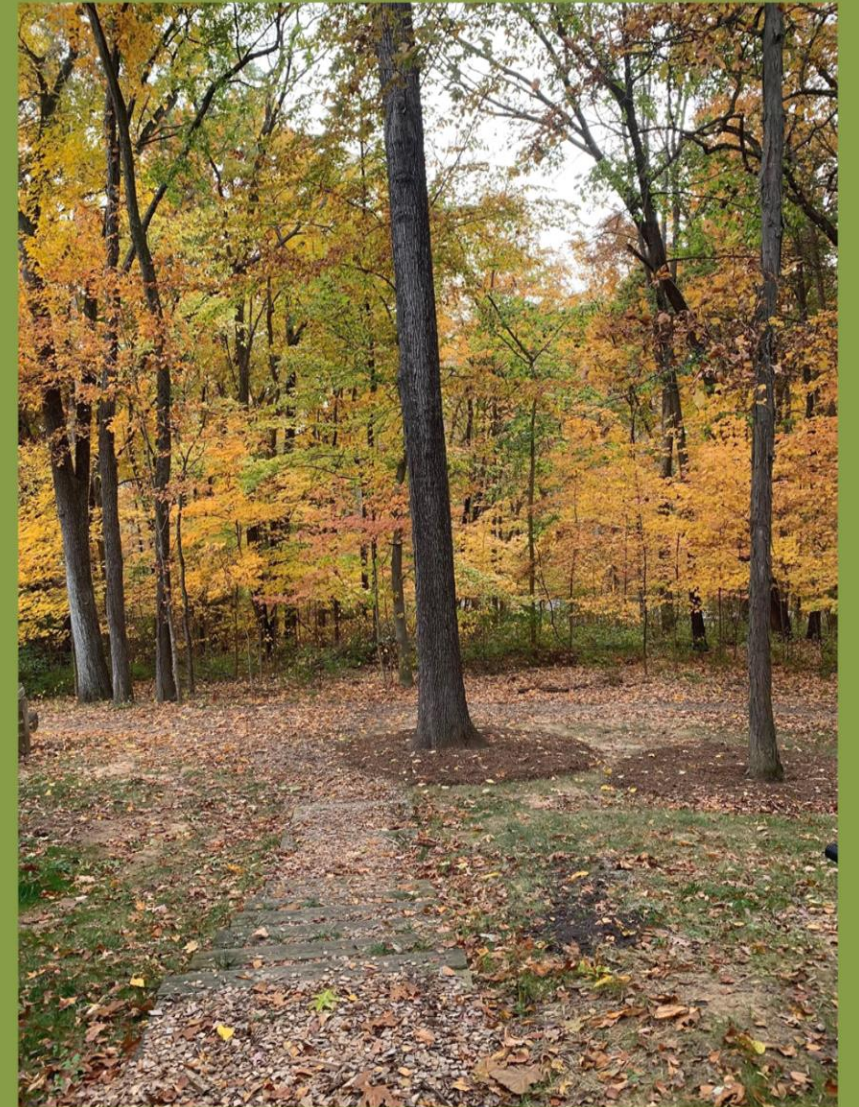
**Basketball Court Repaired!**

COMMON AREA



\*Woody invasive management contract includes extra tree maintenance

\*Mulch rings around newer and established trees to fight drought (2023 drought particularly bad)





*Homeowners at the 2023 Community Volunteer Day!*



Monthly newsletters

**USPS, Email (link), Website & Homeowner Google Drive!**

*Please note: any extra legal may delay this item*

*Homeowners at the 2023 Community Volunteer Day!*



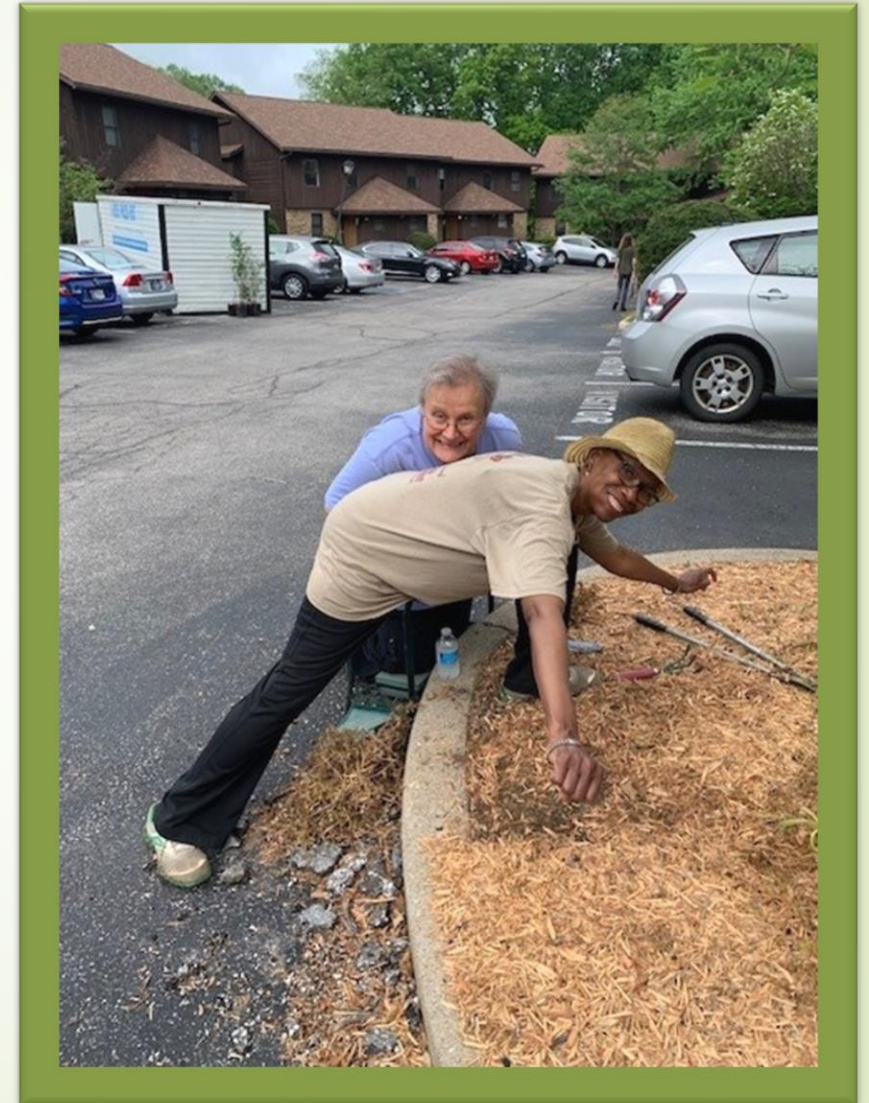
Homeowners working together create a beautiful and peaceful neighborhood for us to thrive in!



*Homeowners at the 2023 Community Volunteer Day!*



Any monthly updates (photos): If none, move to the next slide  
Quick reminder: put in an HOA request for any feedback or suggestions for the common areas or HOA responsible external items, along with any other request (financial or other)



# 15. Operations Report ~ Shahana

## ➤ Homeowner Request Process

1. All homeowner requests and communication **must** go through the HOA request page on the website.
2. Homeowner Request link: <https://www.woodlandshoa.net/homeowner-requests/>
3. Including: maintenance, financial, documents, etc. (all requests MUST go through this system)
4. Requests can be submitted on a computer or phone.
5. Call Jamar Property Management if you need help.

- We have a documented spreadsheet that we will have forever, and we are constantly aiming for fair responding to the enormous number of requests that we receive, with the help of our admin assistant and property manager.
- *Requests are responded to in order of urgency/severity. For items not taken care of by professionals, it may take the administrative assistant (with board member guidance) anywhere from weeks to months to respond accurately, which is still a reasonable amount of time (after the professionals like our property manager and appropriate contractors have already responded to the issue).*
- *If you are a homeowner in current litigation with the board, we CANNOT meet with you until that legal matter is officially resolved.*

## 15. Operations Report (slide 3) ~ Shahana

### ► Quarterly Townhall Survey

1. *The board aims to put out a quarterly townhall survey to homeowners, as we value your participation and feedback towards making important decisions for The Woodlands*
2. Townhall survey link: <https://forms.gle/4FpPKDSQKnofQx2ZA>
3. Townhall survey reports: [https://drive.google.com/drive/folders/1mH6TIgVJGnHDN61iABoCSUbBfXt2gWSR?usp=drive\\_link](https://drive.google.com/drive/folders/1mH6TIgVJGnHDN61iABoCSUbBfXt2gWSR?usp=drive_link)
4. Next townhall meeting: March 21<sup>st</sup> 7-8pm on zoom (meeting ID 9202320239)
5. Shahana gathering questions from each committee for the next townhall survey
6. Other
  
7. Note: Any individual homeowner conflicts will be confidential and not put onto this report, especially if someone mentioned a homeowner by name. Special thanks to board members who worked hard to make this shortened and objective survey for The Woodlands.

# Skip 16-19

- Tabled business
- Pending business
- Yearly contracts to review
- Postponed Business
- For more details on these read the detailed agenda document / meeting minutes



## 20. New Business~ All Board Members (8:15-8:30pm)

- **New items** (if there is excessive legal activity from homeowners, items may be postponed)

## 20. New Business~ A (8:06-8:11pm)

- ▶ New Business (skip ~ done earlier with speaker)
  - ▶ Data
  - ▶ Reason for Action:
  - ▶ Professional Advising provided:
  - ▶ Cost/Benefit Analysis (budget)
  - ▶ Discussion:

## 20. New Business~ B Shahana

- ▶ Board transition process (put in HOA requests if you can volunteer on a project)
- ▶ Board appointment

# 21. Homeowner Comments ~ Board members & AA (8:20-8:30pm)

*Civil behavior please*

- **Logistics:** Homeowner comments are for questions and feedback to the board only
  - No disparaging/degrading language in general or comments of board members or property manager/contractors (considered meeting disruption)
  - 1<sup>st</sup> rule violation results in a warning, 2<sup>nd</sup> violation results in loss of speaking privileges during homeowner comments.
  - Board member to call on homeowners randomly, as hands are raised (*digitally or by image*)
  - Time keeper (verbal & hand signal warning at 2:30 & 3:00)
- **Procedures:**
  - Homeowners must limit their comments to 3 minutes per round & follow all board instructions
  - Board members will wait to give their responses until all homeowners who want to comment have gone for the round.
  - We will allow multiple rounds of homeowner comments, as time permits
  - Format follows city council meeting standard, why there aren't time limits for board members (as well as the fact that the board is sometimes responding to multiple questions)
  - Please save specific questions about items (i.e. detailed invoice questions) or data for a homeowner request. All board members have access to this data but can't be expected to know it off the tops of their heads.

## 22. Upcoming meetings ~ Shahana (8:30pm)

- Next open board meeting on zoom: 2<sup>nd</sup> Tuesday of the month February
  - Schedule for guest speakers:
    - February: RSI/Reserve study professional
    - October: Jason with legal to answer any legal questions
    - November: external insurance agent Frank from FIG to ask any insurance questions
- Next townhall meeting March 21<sup>st</sup>, 2024
- No open board meeting in December (holidays)
- Open board meetings always the 2<sup>nd</sup> Thursday of the month from 7-8:30pm over zoom, zoom ID 9202320239 (no meeting in December, holiday month)

Thank you for  
attending the open  
board meeting!



Thank you for attending the open board meeting!



Winter milk-jug planting with the B&G Committee

The National  
Wildlife Federation  
through its  
Backyard Wildlife  
Habitat Program  
awards this  
Certificate  
of Achievement  
to



NATIONAL  
WILDLIFE  
FEDERATION®  
www.nwf.org™



BACKYARD WILDLIFE  
HABITAT®  
NATIONAL WILDLIFE FEDERATION®

Winding Brook Homeowners

This Certificate recognizes the establishment  
and maintenance of Backyard Wildlife Habitat

No. 29582

This habitat is certified in the National Wildlife Federation's worldwide  
network of mini-refuges where, because of the owner's conscientious  
planning, landscaping, and gardening, wildlife may find quality  
habitat—food, water, cover, and places to raise their young.

*Mel Van Natter*  
President

Past awards that The Woodlands has received!

## Certificate of Appreciation

Monarch Waystations provide milkweeds, nectar plants, and shelter for  
monarchs throughout their annual cycle of reproduction and migration.

In appreciation for efforts on behalf of monarchs,  
Monarch Watch awards this certificate to

Woodlands Winding Brook Homeowner's Association

for the creation and maintenance of Monarch Waystation number

3588

Creating and maintaining a Monarch Waystation contributes to monarch conservation  
and helps to assure the continuation of the monarch migration in North America.

CREATE, CONSERVE, & PROTECT MONARCH HABITATS

*Chip Taylor*  
Chip Taylor, Director  
Monarch Watch



www.MonarchWatch.org