

2023

# November Annual Meeting The Woodlands Winding Brook HOA

11/09/2023

**Professionals:**

Property Manager: Jamar Property Management

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

Administrative Assistant: Megan

Handyman: Mike with Lane Maintenance

**Board:**

Aran Mordoh: President

Shahana Ansari: Acting Vice President

Lisa Meuser: Secretary

Valerie Grim: Acting Treasurer

Vacant: 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/homeowner-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)

*Please use the **website for all needs** and only to email supplemental documentation or pictures **after** putting in your homeowner request through our website (link above). You may call 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. Past board meetings were 3-4 hours long which led to board members leaving the meetings and board members taking back their vote because they didn't know what they were voting for (check past meeting minutes for reference).
  - Open board meetings 2<sup>nd</sup> Thursday of the month from 7-8:30pm (no December meeting)
    - Zoom meeting ID: 9202020239 no password
  - Open board meeting purpose: board reports information to homeowners and publicly vote on non-confidential, non-urgent new items of business.
  - Please hold all homeowner comments for the “homeowner comment” period at the end of the meeting (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.
  - 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)

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 and ask for homeowner feedback on certain items if time allows.*

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

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



- a. 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.
- b. 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.
- c. 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.
- d. 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~ Valerie (7:03-7:05)

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

#### 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)
- 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)

- Frank from First Insurance Group (FIG) ~ back in November
  - Possible risks for external insurance cost to increase
    - Legal action
    - Climate change events
    - Other
- Information on External Insurance Policy
- **Homeowner question period**
- Video example: <https://www.wfla.com/video/florida-condo-associations-insurance-spiked-nearly-1000-%e2%80%94-heres-why/8829360/>



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

- Open Board Meeting (September 14<sup>th</sup>, 2023):  
**Action:** *postponed no quorum*
- Annual Meeting (October 13<sup>th</sup>, 2022) to ratify (*already on the website*): **Action:** *postponed no quorum*

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

- Board AWM

- \$4,500 approved for parking lot striping

- 3-year contract for prevention pest control

- 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 ~ Aran (7:48-7:50pm)

## ➤ Executive meeting 11/09/23

- Arrearages, confidential matters, homeowner requests, correct policies & procedures
- Two Indemnification cases (1 new insurance claim, homeowner bringing legal action against a board member). This means more insurance claims, which can lead to higher costs for all homeowners.
- 1 of 2 lawsuits against the board completed from the 2020 board (completed in 2023)
- Grant (pond area work) ~ legal time had to be spent due to legal inquiry
- The board cannot comment publicly on pending legal
- Note that several past board presidents have quit the board and moved out of the neighborhood. During our 3 year old legal case, the insurance lawyer has worked with 5, maybe now 6 different board presidents. We must improve behavior in our community to help retain volunteer board members. We welcome feedback on making volunteers more comfortable.
- Signed 3 year contracts with property manager, landscaper, technology specialist and financial manager. Ongoing contracts with legal and administrative assistants. Hopefully The Woodlands can improve over the next three years, that will put us in a stronger position going forward. Our dedicated property management with the Yearly Maintenance Schedule (YMS) they have been helping us develop should help us.

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

- Please note that current legal action from homeowners is taking up a large amount of the board's time.
- Update: Disability Discrimination case with the Bloomington Human Rights Commission has been dismissed (part ½ of the indemnification cases)
- mycase.in.gov , or <https://public.courts.in.gov>
- Current active case #: 53C01-2105-PL-001157
- Non-active case #: 53C06-2206-CT-001096, 53C06-2212-PL-002665, 53C06-2205-MI-001071
- 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 are cases through the Bloomington Human Rights Commission, Indiana Civil Rights Commission and Protective Order Cases. The board has spent money on legal to defend against these types of cases. Filings of disability discrimination cases have increased greatly for all HOAs (even if they aren't valid). Please consider meeting with the board and then mediation before filing cases like these. 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) ~ Aran (7:50-7:55pm)

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

- ▶ **2024:** Monthly HOA fees proposed 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)
  - ▶ **Arrears:** collecting on arrears (arrears down to \$35,000, were around \$90,000 when 2022 board members started).
  - ▶ Total account balances up to \$366,000 August 2022 numbers — \$167,000 in total special assessment funds to be spent on capital replacement projects (drainage project and foundation drains currently).
- ▶ **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 information.
- ▶ **Board member seat** open for term ending on December 31, 2024: If you are interested in being appointed to the board term that runs until December 31<sup>st</sup> 2024, please put in a homeowner request and email a statement to the board. We would love more homeowner involvement!
- ▶ **YMS ~ Yearly Maintenance Schedule :** In progress, to be used soon including all 3-year ongoing contracts (Updated RSI data to be added in 2024 once it is received)
- ▶ **Calendar:** Please check the calendar regularly for updates and events (Homeowner Google Drive) Next event is the spring garage sale). October is our annual meeting where a budget will be approved and **fall is our yearly chimney inspections.**
- ▶ **Annual Meeting** held yearly 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. 2024 budget will be reviewed and approved at this meeting, which can be amended and approved in November if needed. Next election cycle is the fall annual meeting in 2024 with 3 board seats to fill 3 year terms.

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

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

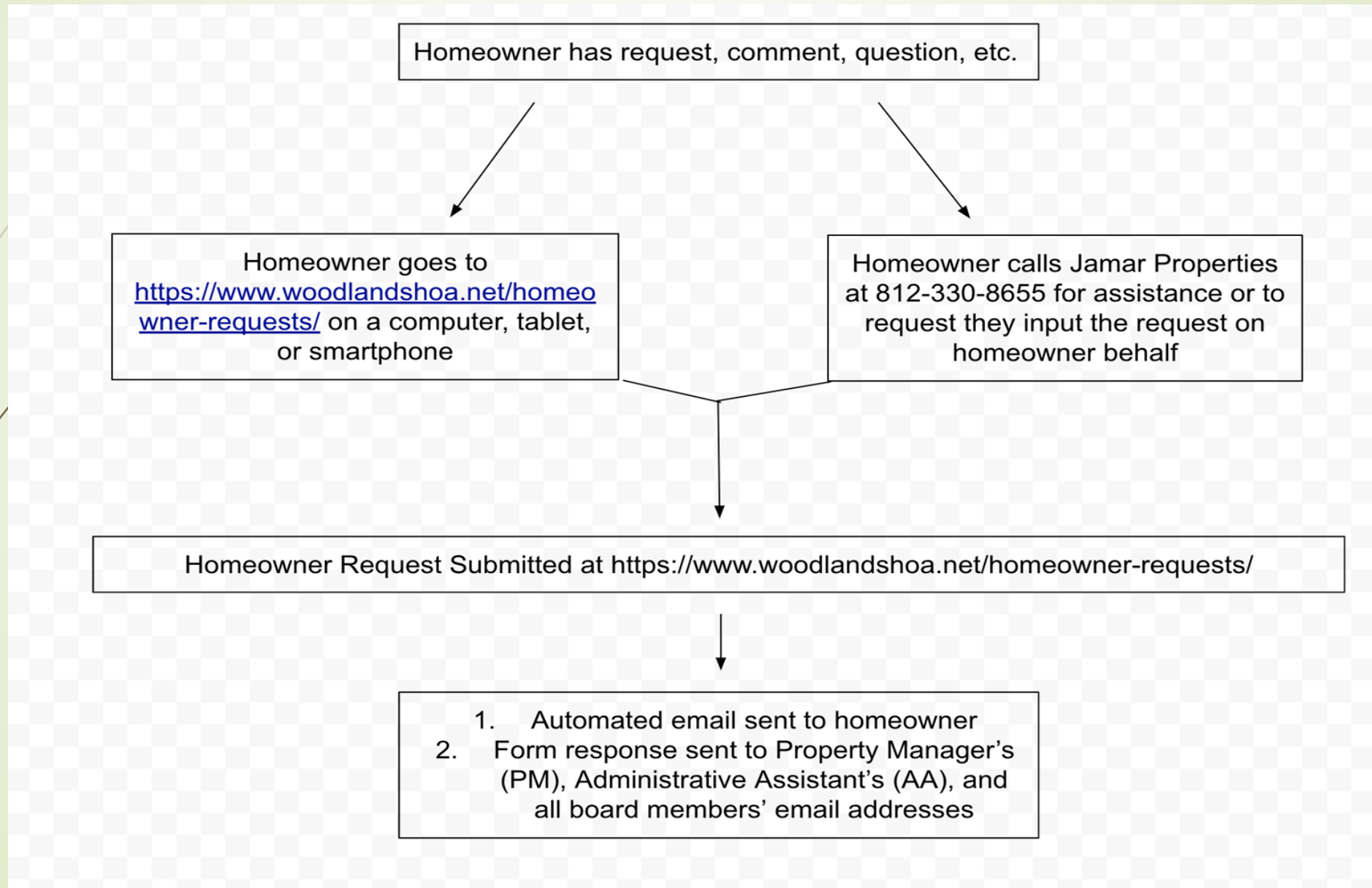
1. All homeowner requests and communication **must** go through the homeowner request page on the website: <https://www.woodlandshoa.net/homeowner-requests/>
2. Including: maintenance, financial, documents, complaints, general questions etc.
3. Requests can be submitted on a computer or phone.
4. Call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

## ➤ Dispute Process:

- 1. Homeowner 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 homeowner 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.*

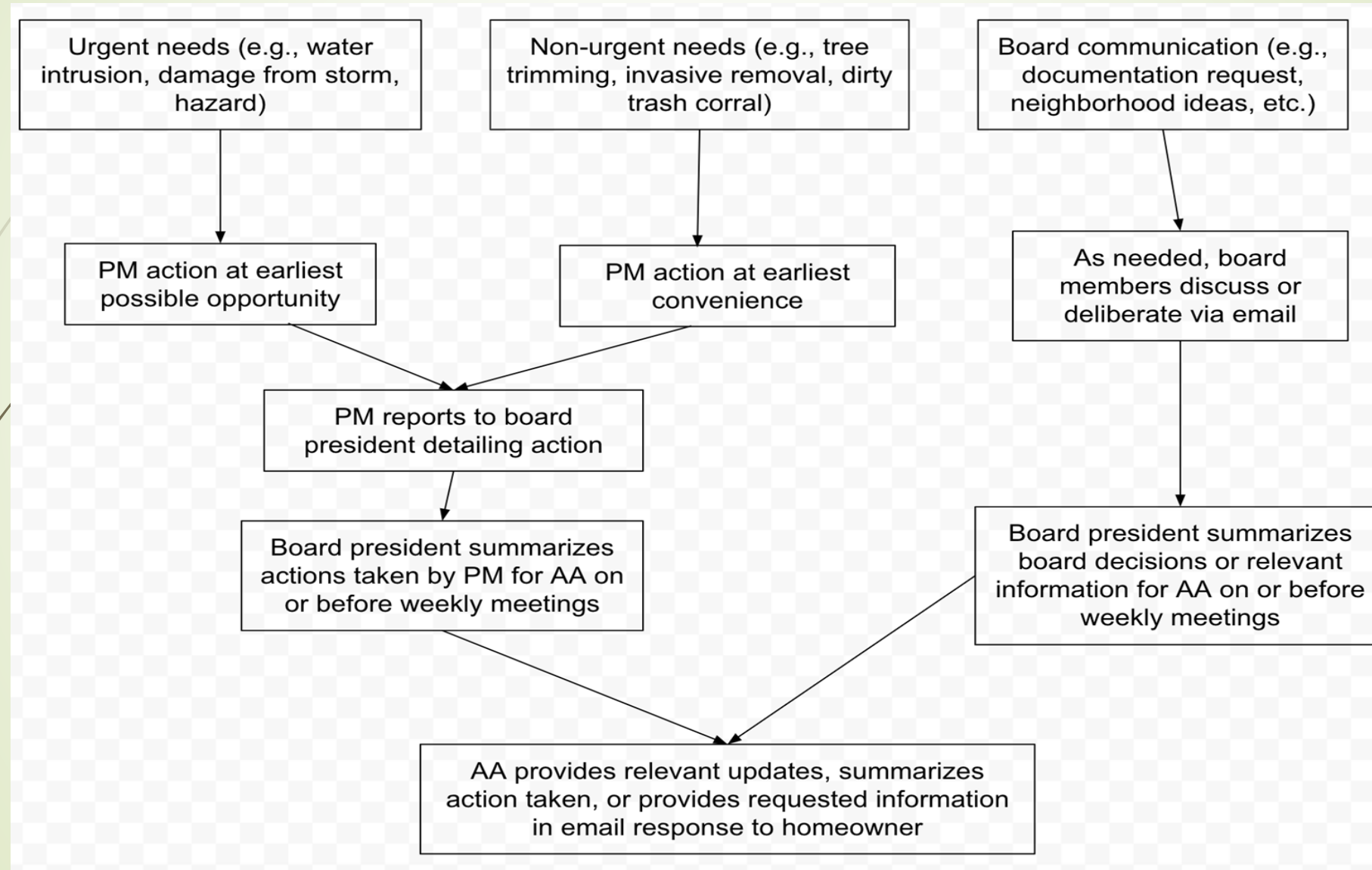
## 10. President's Report (slide 3) ~ Aran

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



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

## ► 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 sent to all homeowners and uploaded to the *Homeowner Google Drive* monthly
  - Financial Manager funds totals: Well within expected parameters for the year
  - Legal expenses are high due to homeowner-initiated lawsuits, which can jeopardize our external insurance cost
  - 2024 budget 1<sup>st</sup> draft to be reviewed tonight (to be voted on in November when we have quorum)
  - RSI study (in progress, will help us understand and plan for long term costs & repairs)
  - October 2023 annual meeting is where the budget will be reviewed and approved usually
  - HOA Payments can be made on the website: <https://www.woodlandshoa.net/payment/>
- Please read the Standard Items in the board meeting minutes to familiarize yourself with the correct financial procedures in place to ensure funds are being tracked and spent correctly. 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 standard fees and yearly costs to homeowners can be found on the website



# 12. Financial Manager Procedures

## ➔ Documents for Homeowners to review

1. FM sends financials via email (monthly) to all homeowners & puts on the Homeowner Google Drive in the “Financial Statements Public.”
2. FM puts the invoices/receipts once a month in the “Invoices & Receipts.”  
*Homeowner Google Drive*
3. FM puts the signed contracts once a month in the “Contracts.” *Homeowner Google Drive*
4. FM adds any insurance information for new contractors to the *Homeowner Google Drive*
5. FM adds signed contracts to the *Homeowner Google Drive* after the board member signs and emails them to the FM/PM/Board.
6. FM adds the public contact list once a month in “Contact List” and gives the board the public and private contact lists.
7. Board members continue to add reports and studies to the homeowner Google drive 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 Manger ~ additional info for homeowners

1. The board is following all procedures advised by our financial manager to keep our funds safe.
2. 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).
3. Invoices are approved by two board members via email before a check or online payment is made.
4. All checks are verified by two board members before signed with the signature stamp.
5. Debit card purchases are approved by the board or property manager before use and have an invoice/receipt.
6. Each month the financial statements are reviewed by the board prior to being sent out.
7. Notes on upcoming payments: none

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

## ➤ Current Committees:

- Buildings & Grounds Committee: Blair Beavers, Kriste Lindberg & **Aran Mordoh** (Head of committee/Board member)
- 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

Updates: Bigger Projects

- Stormwater drainage grant applied for in August and the Outreach committee gathering signed documents from homeowners who are participating.
- PM & Board President spoke to engineer on 9/6/23 verifying that the construction documents for the modified bioretention area and nearly complete. The next step is going to be for them to submit it to the city for approval and begin collecting bids.
- Engineer still working on getting front of buildings foundation bids (including *footer drains*). This is also needed drainage work to keep the buildings same, but must be done with the foundation work, as it is so close to the side of the buildings/foundation.
- Bids for the large drainage project to be collected soon (many projects in cue)
- Aran/B&G awarded \$11,000 for the pond area, we are applying for \$20,000 more now
- Blair and Aran met with Ecologic, but may need to meet with someone else for an herbaceous invasive management (3 year contract).
- Accepted woody invasive management contract from Ecologic for 3 years (removed spraying from Landscaping contract)

# 14. Committee Reports (slide 3) ~ Valerie

## ► Buildings & Grounds Committee

Updates: Smaller Projects

- **Reserve Study** initial report coming in, meeting with finance committee on this.
- Budget feedback from the financial committee. Possible splitting of the 2024 budget into operational budget and reserve budget (for larger projects) to making long-term planning easier and maybe adding invasive removal work to the tree line item perhaps.
- Reviewed and meet with **landscaper** on landscaping contract with PM Jamar.
- **Charging stations**, small and simple grants (to happen soon from Blair)
- Survey for chimney inspections sent out ~ with outreach committee participation
- **Invasive tree removal** work on 9/6/23 successful from Bluestone with no incident. Extra work by property manager, board members and committee members for this item. More removals being done due to safety need in mid October.
- **Tree trimming** work happened in October. Bluestone took into account areas that might need to be trimmed back to help with gutter clogging over one buildings and extra requests by homeowners to help with trees over roads, sidewalks, entrances and parking spaces.
- Working on **schedule** for next year (spring garage sale & fall community volunteer event)

# 14. Committee Reports (slide 4) ~ Valerie

## ➤ Finance Committee

Updates:

- Meeting weekly
- Gave the board feedback on the projected 2024 budget (being reviewed by the board currently & board to meet with finance committee on this at the end of October)
- Homeowner Malcolm (head of the finance committee), board member Aran Mordoh and Financial Manager met to review the proposed budget for 2024
- The standard plan is to approve a budget in October and if any revisions need to be made, an updated budget can be approved in November, however due to lack of quorum the budget will be reviewed in October and approved in November
- The board will meet with the finance committee to go over their feedback of the 2024 budget at the end of October.

# 14. Committee Reports (slide 5) ~ Valerie

## ➤ Outreach Committee

Updates:

### ➤ Residential Storm Water Grant

- Assisted with sending emails to homeowners in Phase I of the Drainage Project informing them about the City of Bloomington Grant and asking if they wanted to join the application for the grant.
- Followed-up with homeowners in Phase I and forwarded signed authorizations of those who wished to participate.

### ➤ Chimney Sweeping

- Assisted with drafting the Homeowner's Request Survey that was sent to all homeowners regarding the upcoming chimney sweeping.

### ➤ 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. Communications Report

- New/Updated Items: None currently ~ please read standard items on the agenda



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

- New/Updated Items
- 283 homeowner requests so far this year (show on cell phone or computer if time)
- This is a very large number of requests and doesn't include the emails that have to be redirected to the homeowner request system.
- 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.
  - See repairs/restorations to the common areas below (in picture slides)
- Standard Items (read the detailed agenda)

**A friendly reminder:**

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

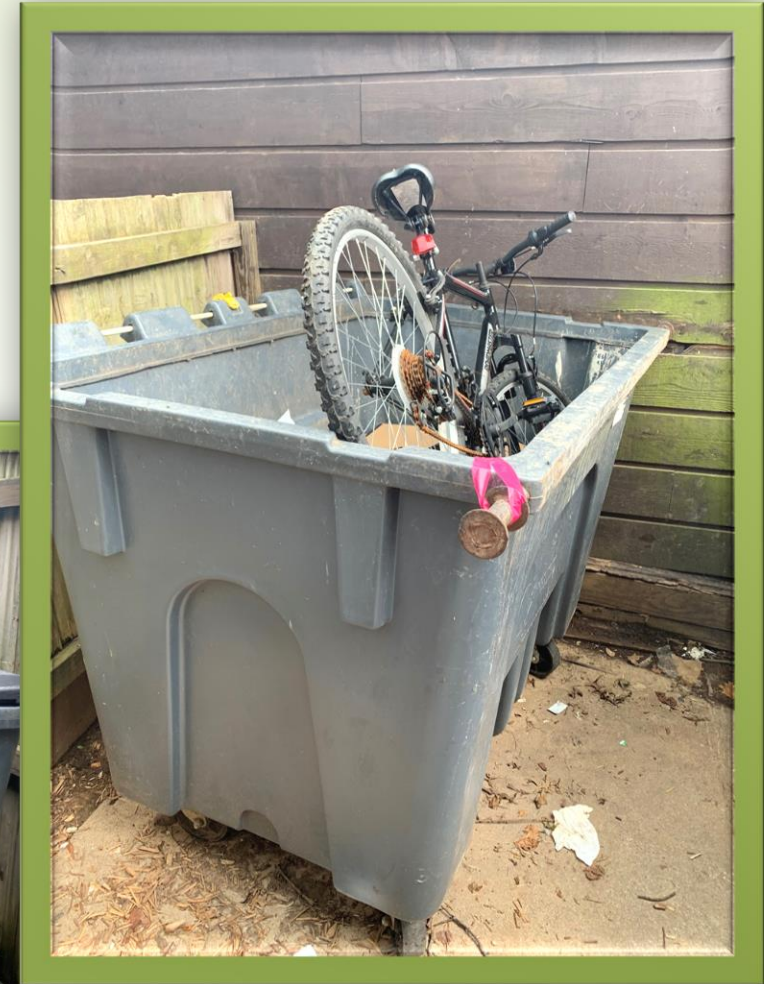
**Common Areas:**

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:

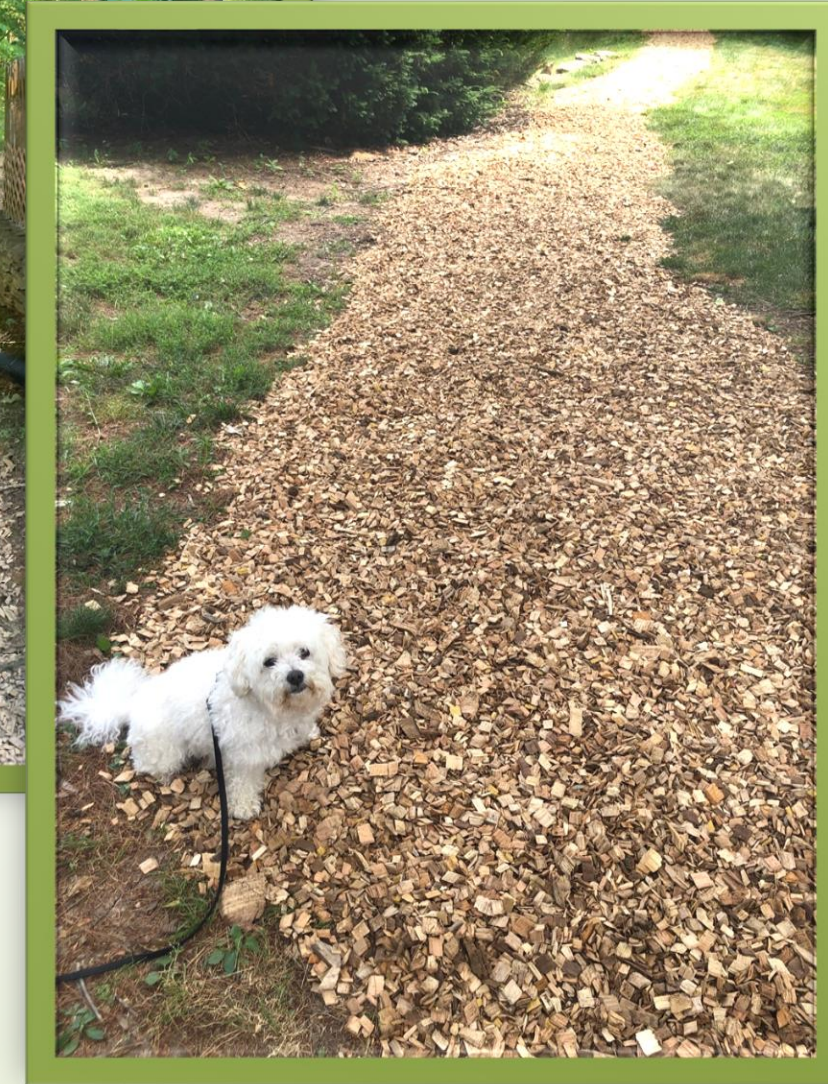
Friendly reminder not to let plants grow on them



- 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)



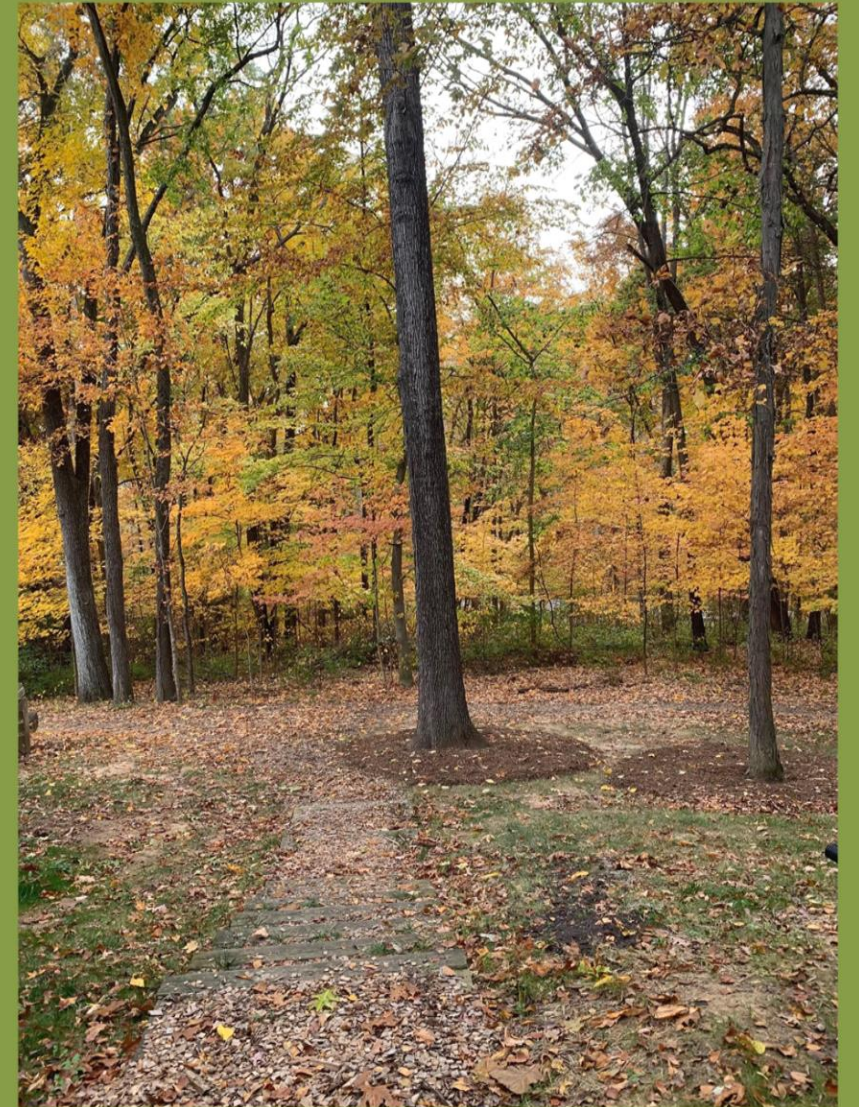
**Basketball Court Repaired!**

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 coming soon via **USPS**, **Email** ,  
**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 a homeowner request for any feedback

or suggestions for the common areas or HOA responsible

external items, along with any other request (financial or other)



## 16. Operations Report (slide 2) ~ Shahana

### ➔ Homeowner Request Process

1. All homeowner requests and communication **must** go through the homeowner 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.*

## 16. 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. Other
6. 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 17-20

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



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

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

**A.** 2024 Budget

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

- 2024 Budget
  - Data: Monthly HOA fees stay the same for 2024 and no special assessment!
  - Reason for action:
  - Professional Advising:
  - Cost/Benefit Analysis: 2024 operation budget and reserve budget separate to better understand our regular costs versus larger repairs we need to do throughout the years.

## 20. New Business~ B) Shahana (8:11-8:16pm)

- ▶ Invasive Management bid for herbaceous plants (trying to work into the modified bioretention area maintenance bid)
- ▶ Data: Reason for action: Uphold HOA responsibility to remove invasive plants from grounds
- ▶ Professional Advising: Staying on top of invasive removals is essential to keep this task manageable
- ▶ Cost/Benefit Analysis: Early action reduces costs down the road
- ▶ Postponed until we can secure a contract for this included with the modified bioretention area ~ more efficient and cost effective that way

## 20. New Business~ c) Shahana

- None
- Data: Reason for action:
- Professional Advising:
- Cost/Benefit Analysis:

# 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 (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.

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

- Next open board meeting on zoom: January 11<sup>th</sup> 7pm
  - Schedule for guest speakers:
    - 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



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](http://www.MonarchWatch.org)