

# WOODMOOR IMPROVEMENT ASSOCIATION

## MINUTES OF THE BOARD OF DIRECTORS MEETING

June 24, 2020

EXECUTIVE SESSION- 6:05pm – 6:45pm

### BOARD MEETING –

1. Call to Order- Bush called the meeting to order at 6:59pm.

Board members present: Brian Bush (President), Peter Bille (Vice-President), Connie Brown (Treasurer), Bert Jean (Secretary/Director of Community Outreach), Ed Miller (Director of Covenants), Rich Wretschko (Director of Common Areas), Per Suhr (Director of Architectural Control), Tom Smith (Director of Forestry), and Brad Gleason (Director of Public Safety).

Board members absent: none

Staff in attendance: Denise Cagliari (HOA Administrator), Kevin Nielsen (Chief of Woodmoor Public Safety), Bob Pearsall (Architectural Control/Common Area Administrator), and Matthew Nelson (Covenants/Forestry Administrator).

Visitors present: Twelve (12), including one (1) OCN reporter.

2. Approval of Agenda- Bush asked if there were any changes to the agenda. Miller moved to approve the agenda, seconded by Suhr. The motion carried unanimously.

3. Approval of Prior Meeting Minutes- Bush asked if there were any changes or corrections necessary to the February 26, 2020 Board Meeting Minutes. There were none. A motion to approve the February 26, 2020 Board Meeting Minutes was made by Brown, seconded by Suhr. The motion carried unanimously.

4. Presentation of the Vincent Elorie Award – Bush presented the Vincent Elorie Award for 2019 to Eddie Bruck. Eddie was unable to attend the Annual Meeting, and due to the COVID-19 situation, this was the first meeting Eddie was able to attend. Eddie's continued service to Woodmoor through the Forestry program has been invaluable.

5. Owner Comments- Brian Hum spoke to the Board asking them to investigate the possibility of building more trails around the Woodmoor Community. Claire Hughes spoke to the traffic problems on Furrow, specifically speeding, as well as semi trucks bypassing the port. Yuliya Seaton asked the Board to consider the usage of the Barn for training census workers. She was asked to email Denise the specifics, and the Board would get back to her.

### Reports

6. Vice-President's Report-

Bille had nothing to report at this time.

7. Secretary/Director of Community Outreach-

Jean reported the following:

- There were 8 submissions for the 5 Woodmoor Scholarships. They were all excellent candidates, and scoring was very close.

8. Treasurer's Report-

Brown reported the following:

- We are in good shape. The staff is doing a great job of holding expenses down.
- We currently have approximately 215 accounts that remain unpaid. Letters went out stating that if not paid by July 15, liens will be filed.

#### 9. HOA Administrator's Report-

Cagliaro reported the following:

- July 22<sup>nd</sup> is the next WIA Board meeting.
- The accountant will start their review of the 2019 books on July 6<sup>th</sup>.
- The office is still closed to the public; however, residents that need to meet with a staff member must make an appointment directly with that person. We are working with 50% of the staff in the office each day Monday through Thursday. We do strongly encourage residents to call or email the staff to ask their questions.
- We have changed the Barn rules due to the COVID-19 situation and the Governor's orders to abide by the 50% occupancy rule. Renters will be responsible for wiping down all surfaces touched to include light switches, door handles, chairs, tables, counter tops, etc. We will provide the disinfectant to be used. Failure to meet the guidelines provided will result in forfeiture of the entire damage deposit.

#### 10. Director of Covenant's Report-

Miller reported the following:

- There were 6 violations in May, and none were unfounded.
- There were 22 HOA inspections performed, with one violation by removal of a non-compliant project.
- There were no hearings in March, April, or May due to COVID-19.
- There are currently 5 residents going to hearing in July. Miller, Smith, Brown, Jean, Wretschko, Bush and Gleason can be present.

#### 11. Director of Public Safety's Report-

Gleason reported the following:

- The new radios will be picked up from the programmer on Thursday, and the plan is to go live on July 1<sup>st</sup>.
- WPS is also planning to go live with the Body Worn Cameras (BWC) on July 1<sup>st</sup>.
- Things are picking up and getting back to normal with call volumes and vacation checks.
- Reminder to everyone bears are active. Please stow trash cans in the garage, take down bird feeders, and remove all pet food from outdoors.
- WPS is hearing of numerous vehicle burglaries in the area, one of which was in Woodmoor. Please keep your vehicles locked when parked outside.
- Absolutely no burning of slash, campfires, or warming fires outside of an approved fire pit. You can check the local news media and the National Weather Service for current fire weather conditions.

#### 12. Director of Architectural Control's Report-

Suhr reported the following:

- There were 90 projects submitted in May. 76 were approved by the ACC Administrator, and 14 were approved by the Architectural Control Committee. 1 project was disapproved.

#### 13. Director of Forestry's Report-

Smith reported the following:

- At the June 6<sup>th</sup> Chipping Day there were 140 loads, which equated to 78 yards of combustible material collected, comprised of 33 yards of pine needles and 45 yards of wood chips. Average wait time of 45 minutes to 1 hour were common.
- There were 15 forestry visits in May, predominantly for tree health.

#### 14. Director of Common Areas' Report-

Wretschko reported the following:

- Exterior hard landscaping outside of the WPS addition/WIA offices began the first week of June. Work is scheduled to be completed by 7/15/2020.
- Weeding and exterior maintenance at the Barn is being performed and is ongoing.
- Interior and exterior window cleaning of the offices and the Barn is scheduled to be performed the week of June 29, 2020.
- The first mowing of the Common Areas began June 22<sup>nd</sup> and should be completed by 7/3/2020.
- Tree mitigation of Common Areas is ongoing with work scheduled in July for Greg's Pond/The Meadows area.

15. President's Report-

Bush reported the following:

- Congratulations were issued to the Board and staff for their continued work during the COVID-19 restrictions. The staff is trying to keep operations running as smoothly as possible, while observing the restrictions.
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**Old Business**

None

**New Business**

16. Bush asked the Board to ratify the two changes to the Rules and Regulations regarding the disposal of ash anywhere on a resident's property. Under item F. Open Fires in the R&Rs, there was a sentence added that states "Ashes must be disposed of in a non-combustible container once completely cooled and must not be disposed of on any portion of the property". Additionally under item R. Refuse and Rubbish, the word "ash" was added to the list of items (in three places) that are not allowed.

The meeting was adjourned at 7:45pm.

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Elbert Jean, Secretary

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Date