

WOODMOOR IMPROVEMENT ASSOCIATION (WIA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
February 23, 2011

EXECUTIVE SESSION – 6:15 – 6:46 pm.

The board discussed one employee benefits matter and one matter involving an outside firm.

BOARD MEETING

1. Call to Order – Chuck Maher called the meeting to order at 7:00 PM.

Board members present: Chuck Maher (President); Jim Hale (Vice President); Craig Gaydos (Secretary); Nick Oakley (Treasurer); Kirstin Reimann (Director of Covenants); Carolyn Streit-Carey (Director of Forestry); W. Lee Murray (Director of Common Areas); Paul Lambert (Director of Public Safety); and Anne Stevens-Gountanis (Director of Architectural Control).

Staff in Attendance: Matt Beseau (WIA HOA Mgr); Kevin Nielsen (Chief, Public Safety)

Visitors present: Harriet Halbig (Our Community News Reporter); Liz Miller, and Ed Miller.

2. Approval of Agenda – Added new business agenda items for “Barn Tables” (Oakley), “Review Newsletter” (Gaydos), and “Public Presentation” (Stevens-Gountanis).

Stevens-Gountanis moved to approve amended agenda, Murray seconded, approved unanimously.

3. Approval of 1/26/11 Meeting Minutes – Gaydos noted correction to make it clear that both Stevens-Gountanis and Lambert were excused absences. Lambert moved to approve amended minutes, Streit-Carey seconded, approved unanimously

4. Approval of 2/3/11 Reorganization Meeting Minutes – Hale moved to approve minutes, Oakley seconded, approved unanimously

5. Owners Comments. - None

Reports

6. President’s Report – Maher started by welcoming new board member Kirstin Reimann. Maher noted that the Governing Document Revision is the board’s single greatest agenda item. He also reported that a new part time employee will soon be hired by HOA manager Beseau, and that the employee benefits structure for 2011 is being finalized. The new health insurance carrier and HRA benefit program will both in place by March 1.

7. Vice-President’s Report – Hale reported that Matt Beseau is on vacation 2/28 – 3/6. Mike Smith and Denise Cagliaro will cover for Matt, and Matt will be contactable via cell phone in an emergency. Hale also reported that Denise will be moved up to 25 hours and a part time employee, no longer a contractor, per the approved motion last meeting. As such, they have found they are short one usable workstation, and Matt will be

procuring estimates for a new one. There is no budget for this, but it is a small expense so we likely can find savings when the purchase is presented to the board for approval.

Hale also provided a “wrap up” on the January board election. The process went fairly smoothly this year, but there were some issues due to confusion with the ballots and many voters not signing the outside of the envelopes as required. In general board discussion there was widespread agreement that the election ballots need to be simplified for next year. Hale reported that the League of Woman Voters (LWV), who has counted the votes the past few years for Woodmoor, has offered to help us design a better process and ballot. Hale will be following up with LWV and report the progress to the board.

8. Treasurer’s Report – Oakley stated that he is starting, with this meeting, to provide a monthly board report of the financials that highlights the items that may require special consideration, such as possible budget overruns. The board reviewed this month’s report and found nothing requiring action at this time.

Oakley noted that we have 3 different checking accounts: 1) the operating account (for the vast majority of expenditures), 2) the reserve fund capital account (for expenditures out of the reserve fund), and 3) the compliance account, which contains deposits from lot owners when they begin major projects. He showed a report of the three to the board. There was some discussion of the compliance account and the amount still owed to Pulte subsequent to the passed Pulte motion at the September, 2010 board meeting. Stevens-Gountanis and Oakley will research to verify the exact amount remaining.

9. Covenants Report – Reimann stated that in the past month there were 15 confirmed reports of violations and 6 HOA checks, The 15 included: 9 barking/loose/aggressive animals; 2 no ACC approval for project; 1 vehicle violation; 1 trailer violation; 1 on-road vehicle violation; and 1 “other” violation.

10. Public Safety Report – Lambert reported that January was a light month for WPS, with nothing significant. Nielsen reported that the Woodmoor Public Safety (WPS) database is now linked to the WIA database, so now staff can see what WPS reports there are for a given lot. Nielsen also reported a technical problem with the server caused backups to fail and they lost about 2 months of data from the commercial database (used for logging activities for WPS’ commercial customers, not Woodmoor lot owners). They were able to do some partial recovery and do not think this will be a problem for their customers. They also believe the problem won’t happen again due to changes made by the tech contractor.

Nielsen also reported that Woodmoor’s insurance company suggested than an alarm system for the Barn could save up to 20% on our premium. He researched and found that a burglar alarm could be installed for \$1400, with a \$29/month monitoring fee, which could result in a cost savings. However, installing a fire alarm in a commercial building would require bringing the building fully up to fire code, and that would be far too expensive. Nielsen will research final numbers and get back to the board with his recommendation.

11. Architectural Control Report – Stevens-Gountanis reported that the ACC had a small number of new projects last month. In the meantime they have started the process of reviewing the Design Standards Manual (DSM) that has been revised many times in

recent years and now has a problem of inconsistency across the whole manual. The board asked the ACC to highlight the proposed changes in the same way the Governing Document changes have been highlighted – using a change-tracking tool like MS Word.

12. Forestry Report - Streit-Carey reported that this is a slow time in Forestry, with no general lot evaluations in progress and only two Firewise lots that have been completed and submitted with receipts. So, Forestry is using this time to gear up for the busy season. There will be a meeting 3/15 – volunteers new and old – to introduce programs for this year and training. They are still planning the Firewise Event on May 7, and she and Jim Woodman will be meeting with the fire station crew tomorrow to discuss planning.

13. Common Area Report – Murray provided an update on the Barn. We've had great results from ads we've been running and new office and barn space rentals have been coming in. The Barn is now rented most weekends, and several offices are now occupied. In this past month alone we have signed up an additional income of over \$700/month.

Murray is also doing planning for the Great American Clean Up and Hazardous Waste Drop Off. The dates have not been finalized, and they may have to find an alternate site for the Hazardous Waste Drop Off. They are also looking for Commons Areas Captains and Woodmoor sign adopters.

Old Business

14 Governing Documents – Maher and Gaydos led the discussion on plans to campaign for the proposed revisions and the voting procedures. The document changes and descriptions are on the web site now, and the February newsletter will have a lot of information on this campaign. The ballots and a letter with full description will be put together by Beseau and Gaydos for mailing in early March.

We will also have three invite-the-public sessions to review the documents and answer questions in April. The board picked the following dates and times: Tuesday, April 5, 7 pm; Thursday, April 7, 1 pm; and Sunday, April 10, 1:30 pm. The voting deadline will be end of April.

15. Fairplay median. Murray and Beseau reported little change in status. They have asked Qwest to talk to the board directly and answer questions about the proposed digging but Qwest considers that too much to ask. Qwest upped the offered compensation somewhat, but without any word on what guarantees, if any, Woodmoor would receive regarding damage control/repair no one on the board was willing to entertain that. Murray reported that the Qwest representative said they are now looking at putting the fiber under the street.

New Business

16. – Meet the Board -- Maher suggested that the board hold some special “after work” sessions to meet informally with Woodmoor residents. The board agreed to try something like this after the governing document sessions have completed, maybe in May. Maher will create a recommendation on the topic.

17. – Phone System -- Maher reports that the phone system is still a disaster. The system we bought a few years ago was set up and maintained by a company that went out of business, and the system itself is so obsolete that we are having difficulty finding someone who can maintain it. We have to keep it running for now because we have a bank lease through April 2012 (the alternative is to replace it and keep paying the lease).

Beseau reported that he has spoken to at least 30 phone contractors in the past month with no good solution. After discussing several options the board directed Beseau to engage with one contractor who thought he could update it for about \$300 (with a risk of about \$100 if he could not). The idea is that the public messages could be updated without mentioning names of staff, just roles. This should be enough to allow the office to function until the system lease expires.

18. Card Tables -- Oakley reported that a bridge club of Woodmoor residents was interested in using the barn for rentals, but they required square tables suitable for bridge. Oakley wondered if the board felt that such tables would be of general use, hence something the board should buy and make available, and if it would make sense to use part of the Barn reserve fund allocated for this year for card tables. After discussion the board agreed that it seemed like a good idea in principle, and to have Oakley and Murray research costs and present a specific proposal.

19. Newsletter – Gaydos distributed draft copies of the February newsletter and asked for feedback. He described how the newsletter was set up to move the Governing Document campaign forward.

Gaydos also suggested that starting in April the newsletter run a series of articles on the history of Woodmoor. The board agreed with this idea and suggested topics such as Woodmoor Public Safety (and how it evolved from the Woodmoor Police Department), Common Areas (including past buildings and structures and how the many ponds came into being), the Woodmoor Pines Country Club (which was once part of the same Woodmoor corporation), past plans for a golf course in South Woodmoor that have since been abandoned, the history of Lake Woodmoor (which once hosted a yacht club and had a trail around the lake), Woodmoor before it became Woodmoor, the history of the various townhome communities in Woodmoor, and past controversial issues such as a failed effort by the Town of Monument to annex Woodmoor.

20. Real Law and Order – Stevens-Gountanis noted that Mark Poff will be presenting a series of classes, as part of the Learning Points program, at District 38 schools. Stevens-Gountanis had hoped to have these at the Barn but Poff needed to do this through Learning Points in part to recover the costs of the program. Stevens-Gountanis asked all in attendance to pass on information about this program

The meeting adjourned @ 8:20 pm.

Craig Gaydos, Secretary

Date _____