

WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING May 25, 2011

EXECUTIVE SESSION – 6:15pm – 6:55 pm

The board discussed 2 legal issues and 2 personnel matters.

BOARD MEETING

1. Call to Order – Chuck Maher called the meeting to order at 7:03 PM.

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

Board members absent: Anne Stevens-Gountanis, Director of Architectural (Excused).

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

Visitors present: Harriet Halbig (Our Community News Reporter), Liz Miller, Ed Miller, Mark Steinberg, Debra Might.

2. Approval of Agenda – Chuck Maher asked if there were any changes to the agenda. There were no changes. Gaydos then moved to approve the agenda, seconded by Hale. Motion carried unanimously.

3. Approval of Prior Meeting Minutes – Chuck Maher asked if there were any changes or corrections necessary to last month's meeting minutes. There were none. A motion to approve the 04/27/11 minutes was made by Hale, seconded by Murray. Motion carried unanimously.

4. Owners Comments. – Resident Mark Steinberg addressed the Board concerning Wild Duck Pond Common Area. He stated that he has lived in Woodmoor for 7 years and is concerned about the mowing, treatment of weeds and the water runoff in that area. He inquired about the mowing schedule. Chuck Maher requested that the Common Area Director and WIA HOA Manager set up a meeting with him to resolve the issue. Beseau stated that he has already met with 2 contractors about mowing and that 3 bids would be solicited and a walk around the common areas would be performed with the (3) contractors. Hale asked that we ensure we have a "Work Statement" with criteria for contractor bids.

Resident Debra Might spoke to the Board concerning vehicles parking on the roadway on her cul-de-sac. She stated that these vehicles sometimes block mail delivery and trash pickup and that this problem varies with neighbors. WPS was asked to help resolve the issue with this resident utilizing the procedures we already have in place.

Reports

5. President's Report – Maher brought up an Executive Session item on personnel. Lambert made a motion to add an additional part-time WPS officer to the staff. Seconded by Gaydos. Motion carried unanimously.

Maher brought up a 2nd item from Executive Session. Hale made a motion to allow up to 20 hours of additional compensation for the current ACC administrator to train his replacement after June 3 (or when hired). Seconded by Murray. Motion carried unanimously.

5. A. HOA Managers Monthly Summary – Beseau reported that he is currently seeking to hire a part-time covenants person and a fulltime Architectural Control person as Mike Smith submitted his notice. Beseau also reported that he attended a “Law Day” sponsored by CAI.

6. Vice-President’s Report – None.

7. Treasurer’s Report – Oakley reported that we are on the backside of a recent IRS audit where a meeting was held on May 03, 2011. He stated that we should have this completed within 30-60 days after meeting the compliance issues. He said that the audit was part of a National Research audit which evaluated employee practices- not our “Not for profit” status which is a 501C4. He said the preliminary concerns were: vehicle log sheets (corrected), uniform allowance, two issues of no time & material noted (wants breakout of costs), an issue with the 2009 festival held for residents, which was not a staff issue but was accountable to the WIA Board at the time. He informed the Board that we now have a process in place for no cash advances which was not the case in the past (2009).

The monthly report for April. April income was \$21,841.03, Jan 01, 11- April, 31, 2011 income of \$698,993.55 which makes up 92.5% of budget. Expenses were \$52,984.29 with YTD expenses at \$220,797.84 (41.5% of budget), Nick stated we are under budget by 1.2% year to date.

Oakley reported he converted two (2) CD’s even though interest rates are horrible.

8. Covenants Report – Reimann reported there were 24 covenant violations for April and 13 HOA checks performed. The highest number/ types of violations were: signage, slash & dead trees.

9. Public Safety Report – Lambert reported that the ponds were treated for West Nile virus on May 20th, with the exception of Hidden Pond which has dried up. WPS Chief Nielsen stated that the chemical only kills the larva and the treatment is done annually. He said it is nontoxic for humans, animals and fish and will only kill mosquito larva. He uses bricks which last 90-120 days, or donuts which last 30 days.

10. Architectural Control Report – Stevens-Gountanis was absent (Excused due to a family emergency). Beseau reported there were 37 projects for the month of April with the highest number for re-roof, decks, fences, play equipment and re-paint.

11. Forestry Report - Streit-Carey reported that about 150 people attended the May 07 Firewise Event put on by the WIA and held at the Fire Station. She had pictures of the event. She stated that Jim Woodman has been in charge of training new Forestry Volunteers and that he has (3) new people (Eric Gross, Walt Sorensen and Mike Twombly) trained and ready. A 4th new volunteer (Mac Davis) in near completion of

training. She said that Mr. Woodman has done really good training.

Streit-Carey also reminded everyone that the WIA Chipping Day will be held on June 04 at the Firestation on Woodmoor Drive and that Liz Miller has volunteered to help her with preparing food for lunch which is to be provided to the volunteers. She said WIA will have the same Tree Contractors to do the Chipping. Maher said that he encourages all board members to attend. WPS Chief Kevin Nielsen stated that there will be two (2) officers on duty to help with traffic at the event.

12. Common Area Report – Murray reported that the Great American Cleanup (GAC) went well and that a lot of people participated. He stated that his neighbor donated his pickup to haul large slash. He stated that we served lunch for the volunteers and that Beseau made great burgers for everyone. He thanked everyone involved and Craig Gaydos and his family for cleaning up Twin Ponds and The Marsh Common Areas.

Murray also informed the Board that Lower Twin Pond and Wild Duck ponds were recently stocked with fish which occurs annually. Residents are reminded to adhere to the fishing policy which can be viewed on the WIA website. He also stated that a contractor has been hired to make signs for the ponds that state “No Swimming & No Ice Skating” as recommended by WIA Insurance carrier.

Murray informed the Board that long time barn renters Aliyah Church and their congregation who recently found a permanent new home for their services has presented WIA with a plaque in appreciation for your hospitality from 2005-2011.

Murray informed the Board that he is working on starting the mowing bid process, common area mapping and gathering of information for weed control. Gaydos stated that there should be mowing maps to review from last year to assist in the process.

Old Business

13. Governing Docs – Gaydos stated that WIA is trying to get the complete revisions of the three levels of documents approved by the May 31 deadline. It is important to know that each has different approval criteria. Gaydos reported that there were only a few concerns raised by residents about the ballots and/or the revisions and that he has addressed those concerns individually.

Gaydos said there would be an official announcement in early June concerning the count and status of the ballots.

New Business

14. – None

Maher asked what the status of the summer festival was. Murray and Beseau informed the Board that there were no volunteers as of yet. There was discussion on the topic which included the feeling that if WIA does not get volunteers, we cannot hold the event. Beseau informed the Board that several business people have expressed an interest in volunteering for some of the staple items or events.

The meeting adjourned @ 7:47 pm as noted by Maher, seconded by Lambert.

Craig Gaydos, Secretary

Date