

Draft – Subject to  
Change



# Woodmoor<sup>SM</sup>

## Woodmoor Improvement Association Board of Directors Meeting Agenda April 8, 2009

1. **Call to Order** - *McFadden* 7:00 p.m.
2. **Approval of March Meeting Minutes** – *McFadden 5 mins* 7:00 – 7:05
3. **Approval of Agenda** – *McFadden 5 mins* 7:05 – 7:10
4. **Special Speaker** - *Water Returns 10 mins* 7:10 – 7:20  
*Water Returns Question/Answer 10 mins* 7:20 – 7:30
5. **Owner Comments** - *Owners address the Board – 20 mins* 7:30 – 7:50
  
- Reports**
6. **Financial Report** – *Rollins 10 mins* 7:50 – 8:00
7. **Public Safety Report** – *Steffey/Nielsen 5 mins* 8:00 - 8:05
8. **Architectural Control** – *Anne Stevens-Gountanis 5 mins* 8:05 – 8:10
9. **Forestry Report** – *Maher 5 mins* 8:10 – 8:15
10. **Common Area/Barn Construction Report** – *Marner 5 mins* 8:15 – 8:20
11. **Executive Director Report** – *Mottl 5 mins* 8:20 – 8:25
  
- Old Business**
12. **Newsletter Costs** – *Walters 5 mins* 8:25 – 8:30
13. **Past Due Collections Policy/Payment Plan** – *Brendemuhl/Mottl 5 mins* 8:30 – 8:35
14. **Motion: Ratify March 25, 2009 Board approval of Insurance** 8:35 – 8:40  
*Approve Option #2 as presented by our Agent. – McFadden 5 mins*
  
- New Business**
15. **Motion:** Designate two check runs to process invoice payments on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of the month. - *Rollins 10 mins* 8:40 – 8:50
16. **Motion:** Establish a minimal Petty Cash Fund of \$100 designated strictly for employee reimbursement of approved expenditures. - *Rollins 10 mins* 8:50 – 9:00
17. **Motion:** Designate a director responsible for WIA Asset Custodian – *Rollins 10 mins* 9:00 – 9:10
18. **Motion :** Designate a director responsible for Security Management such as key locks, PC access codes, etc. - *Rollins 10 mins* 9:10 – 9:20
19. **Motion:** Design Standards Manual, VII. Design and Construction Guidelines, Section H, Part 1. Location, Subsection a. delete the last sentence "All other walls or fences are restricted to the lot sides or rear", and replace it with "Fences may be placed in any location upon the lot, except for in any easement, as approved by the ACC, if constructed of approved materials and such that the design is in harmony in relation to surrounding structures and in Part 2. Construction, Subsection b. v. delete the "The fence may not extend beyond the front façade of the house or between the house and the front of the lot defined by the front 40' setbacks and may not be built in the easements". - *Marner 10 mins* 9:20 – 9:30
20. **Motion:** Rescind the March 2008 motion (stating that the following procedure will be used to place items (motions) on the agenda and then placed before the Board of Directors as follows: 1. Develop the main Motion; a. Description (the motion); b. Pros & Cons; c. Solutions; d. Benefits to WIA; e. Cost & Timing 2. E-Mail the exact motion that will be presented at the meeting no later than one week prior to the meeting including all the relevant information in item (This will also serve as prior notice, Ref: RONR)., 3. Other Board members can request additional information if necessary., 4. The item is placed on the agenda., 5. The agenda packet will be delivered to the Directors., 6. When the agenda is approved at the meeting, the item will come up in its turn., 7. The rest will follow normal procedures of Robert's Rules., 8. The President, acting as Chair, will monitor e-mail exchange so that it allows for clarification of facts but eliminates on-line debate on proposed motions) and use Roberts Rules of Order to conduct WIA business. - *Walters 10 mins* 9:30 – 9:40
21. **Motion:** All board appointed committees shall end on December 31. Members may be reappointed to serve the following year and membership of board appointed committees will be limited to not greater than five members. - *Walters 10 mins* 9:40 – 9:50
22. **Motion:** Hiring decisions be made by a majority of the BOD in accordance with our bylaws. Managers will, after making a candidate determination in accordance with our adopted policies and procedures, present such candidate, in person or via resume, along with all proposed salary and benefit agreements, to the BOD for approval. - *McFadden 10 mins* 9:50 – 10:00
23. **Motion:** Delete from the Rules and Regulations, Section O, part (F)."Total weight of the fully configured equipment is less than five hundred (500) pounds when in use. If the equipment contains water; the water weight (7.8 pounds per gallon) is included." - *McFadden 10 mins* 10:00 – 10:10
24. **Motion:** Delete Part II, Section D GUNS AND FIREARMS from the Rules and Regulations; Guns or firearms of any kind (concealed or exposed) are not permitted on any Woodmoor Common Area, including the Woodmoor Community Center (the "Barn"), except those carried by authorized law enforcement officers or the Woodmoor Public Safety. - *McFadden 10 mins* 10:10 – 10:20
25. **Motion:** Reduce the non-refundable application fee for new construction to \$100.-*McFadden 10 mins* 10:20 – 10:30
26. **Motion:** Reduce the non-refundable application fee for major modifications to \$50.-*McFadden 10 mins* 10:30 – 10:40
27. **Hearings:** Confirm date and attendees to April 22 Hearings – *Mottl 5 mins* 10:40 – 10:50