WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING
October 23, 2013

EXECUTIVE SESSION – 6:05pm – 7:03pm

(2) Legal matters and (1) personnel matter was discussed.

BOARD MEETING

1. Call to Order – Hale called the meeting to order at 7:04pm.

Board members present: Jim Hale (President), Kirstin Reimann (Vice President); Jeff Gerhart (Secretary); Eric Gross (Director of Forestry), Anne Stevens-Gountanis (Dir. Community Affairs); W. Lee Murray (Director of Common Areas), Per Suhr (Director of WPS), Darren Rouse (Director of Architectural).

Board members absent: Tom Schoemaker (Treasurer), excused absence.

Staff in Attendance: Matt Beseau (HOA Manager); Kevin Nielsen (WPS Chief).

Visitors present: Dan Dummermuth, Jake Garro, and Kevin Gould (all on behalf of the YMCA), approximately 7 residents and Harriet Halbig (Our Community News).

2. Approval of Agenda – Hale asked if there were any changes to the agenda. There was one change from Hale. Under old business, change from “none” to “Governing Documents”. Stevens-Gountanis then moved to approve the agenda, seconded by Gerhart. The motion carried unanimously.

3. Approval of Prior Meeting Minutes – Hale asked if there were any changes or corrections necessary to the September 25, 2013 meeting minutes. There were no changes. A motion to approve the September 25, 2013 meeting minutes was made by Reimann, seconded by Gross. The motion carried unanimously.

4. Owners Comments – None at this time, see #17.

Reports

5. President’s Report – Hale discussed the email blast messages that were sent out by WIA concerning D38. He said he had received some feedback from residents that they did not want this type of email. He explained that the board was given a presentation by D38 and asked for WIA to endorse the MLO. He said although the board declined to give an endorsement, they did allow for the emails for voter awareness.

6. YMCA – A presentation was given concerning the 50,000 sq ft expansion/addition (Called the Community Health Village) of the YMCA by Dan Dummermuth (Chairman), Jake Garro (Boldt Development Group), and Kevin Gould (RTA Architects). They gave an overview of the project with picture renditions of the addition and explained what the use of the addition will be for. The YMCA remains the land owner but the building will be for a 75 year ground lease.
Kevin Gould explained the building size, height and exterior façade. Because the addition proposal is slightly taller than the permitted 35ft, a request for variance was made to the Board. Darren Rouse (WIA Architectural Control Director) stated that the ACC Committee has already tentatively approved the project pending board approval on the height.

**Motion**

A motion to approve as submitted a variance approval to permit the YMCA addition height to be 5ft higher for the main building and an additional maximum 8ft for the roofing screens, a completed construction document set is required to be submitted to the WIA ACC Administration for WIA to verify compliance and to complete the application packet prior to construction, with a $672 submittal fee, $15,000 compliance fee, and up to $500 for legal review was made by Rouse, seconded by Gross. The motion carried unanimously.

7. Vice-President’s Report – No report.

8. HOA Manager’s Monthly Report – Beseau reported on the following:
   * He said that WIA has utilized “The Women’s League of Voters” the past several years and asked the Board if they wanted to continue that for 2014. The Board said yes. He said the candidate votes will go directly to the League’s P.O. Box and they will count them as well after the election in January.
   * Beseau reported that the new scanning equipment software (NSI Autostore) previously approved by the board has been installed by Konica Minolta. He said the next step is to align our storage of documents before we start scanning to back up WIA documents.
   * Asked the Board to set a date for the Budget meeting. Hale said that a date would be set in early November.
   * Reminded the Board that we need to solicit candidates for the ELORI AWARD. Hale said we will do that in November.
   * The October 2013 newsletter was sent out on 10/23/13 and the next newsletter will be sent in early December.
   * As directed by the Board, the email blast to the membership concerning a request for feedback on possible changes to the R&R’s for outside vehicle parking and RV’s/ trailers consideration was sent out. To date, we have received about 125 emails with feedback.

9. Treasurer’s Report – Beseau reported for Schoemaker who was absent. He reported that WIA has secured new accounts with better interest on our reserve money. Reported YTD income of $798,769 (98.1%) and YTD expenses of $569,106 (69.9%), which puts us 5.1% under budget. Hale added that we still have Forestry work going on and that those expenses still have to be taken out and that we still have end of year bills and show removal. Hale said that we are currently working on the 2014 budget which should be finalized in early November.

10. Covenants Report – Hale reported on covenants statistics for September: slash/dead trees (16), Hearings (10), improper signage (9), no ACC approval (9), vehicles off drive (9), junk (8), fencing (6), barking dogs (5), being the higher categories with a total of 101 for the month. Hale reminded everyone to prepare for winter and to put up their seasonal equipment, temporary greenhouses and garden equipment for storage.

Board members that volunteered to attend the hearing meeting to be held on November 13, 2013 at 6:30pm are: Hale, Reimann, Stevens-Gountanis, Murray, and Suhr.

11. Public Safety Report – Suhr reported that this past weekend (Saturday night/Sunday morning) there were numerous cases of mail theft and vandalism. It occurred in North Woodmoor with a total of 8 cases of mail taken from mailboxes, some of which were opened, and 2 cases of vandalism that was either found by WPS or reported to WPS. No suspects were
identified but EPSO and the Postal Inspector are investigating and WPS is taking steps to try to identify suspects.

WPS Chief Nielsen reported that he will be conducting interviews for the replacement of Officer Dee Nevills in the first week of November, and WPS officers have weapons training next week.

12. Architectural Control Report – Rouse reported that project applications have slowed significantly due to the time of year and that there were 43 projects for September with the most projects consisting of: repaint (6), reroofs (6), business application (6), deck (5) and several miscellaneous. He said the Design Standards Manual (DSM) revision now called the PDSM is currently at legal review and should be online for member review by November 01.

13. Forestry Report – Gross reported that forestry lot evaluation requests dropped off sharply with 6 new requests (246 YTD).
   - 40% of grant award spent and we are contacting the other members who signed up for it. It may be opened back if the original signups do not utilize it.
   - Thanks again to the active Forestry & Firewise volunteers and office staff for all their hard work this year.
   - Reported 2 new forestry volunteers.
   - During fall/winter, we will be preparing for next year’s events, updating our information, hold refresher training, and looking for other grant opportunities.
   - Preparing 2014 forestry budget to include common area cleanup and maintenance.

Common Area update: Forestry scrub oak wildfire fuels mitigation work consisting of tree limb up, fallen branch removal, and drought pine kill removal has been completed at: Hidden Pond, Fairplay Median, The Marsh, and Regatta East. Upcoming work to be completed: Regatta West (Oct 25), and Toboggan Hill (Nov 07). Gross is working with Mgr. Beseau and Firewise Chairman Woodman to complete a 5 year common area maintenance plan. Gross stated that in September he had to change contractors to complete his common area forestry work and all the bids came in higher. A quorum board approval to go ahead was given, for up to $1800 additional for this work to be completed. Gross requested a motion.

Motion:
Gross requested an additional $1800 be re-purposed from this year’s budget for forestry to allow completion of the common area work due to the change in contractors/higher bids. Seconded by Reimann, the motion passed unanimously.

14. Common Area Report – Murray reported that a 2nd picnic table at Toboggan Hill was destroyed. This one had the table top and seats burned and the 1st one at Northpark was smashed up and broken. He also reported on the following:

WORK COMPLETED
1. We installed low voltage lighting on barn deck for safety (Sept 30th)
2. Repaired split rail fence at Toboggan Hill that someone drove through and knocked down
3. Drained and winterized front fountain for the winter
4. A 2nd round of spraying for noxious weeds was completed on the more severe areas due to the late heavy rains and re-growth.
5. Changed barn light fixtures over to Energy Saving CFL light bulbs. They have a 9 year warranty. They use 70% less electricity which should be a great cost savings based on 22 fixtures (61 bulbs).
Upcoming item

1. Ordered and received 4 benches for the common areas. 2 for the Fairplay Median, 1 for Northpark and the 4th one at another common area To Be Determined. Will be installed Oct 24, 2013 at Fairplay and the other two in the near future.

15. Director of Community Affairs Report – Stevens-Gountanis-no report. Hale brought up NEPCO. He said he plans to attend a meeting to bring up the need for neighboring communities and HOA’s to join in with WIA in supporting the slash & chipping events. He also said that plans are to change the format of the WIA annual meeting in January to shorter presentation and then proceed with the election procedures. After this is done, it will be an open meeting with areas set up for the specific departments for members to get information and have questions answered. He also said there would be better food and door prizes this year.

Old Business

16. Governing Documents - Hale reported that since WIA changed attorneys and went back to Lenard Rioth (Anderson, Dude, and Lebel) we had Mr. Rioth review the proposed Declaration of Covenants revision. Because WIA cannot get the required votes to pass it (apathy in the HOA) and a few problems the attorney found, the WIA attorney has recommended that we do not change the current Declaration of Covenants at this time. He will look at our other documents (Articles and Bylaws) and let WIA know if we go forward with those or not.

Motion

Stevens-Gountanis then made a motion “to keep our current Declaration of Covenants and not change them at this time”, seconded by Reimann, the motion passed unanimously.

New Business

17. Rules & Regulations Parts I-IV revision discussion - Hale started the discussion stating that the board has been receiving much feedback and more requests for variances related to vehicles and trailers for additional allowances due to hardships and family changes, etc.

There were five (5) members who addressed the Board (both pro & con) for both subjects and there was much discussion. The Board said that this will be discussed and reviewed more in depth and that they may do an actual survey to the membership. HOA Manager (Beseau) said that we had received approximately 125 email responses to the request for feedback on these two subjects and since the newsletter just went out we should allow additional time for more feedback.

A motion was made to adjourn by Reimann, seconded by Grosst and the formal meeting adjourned @ 8:42 pm.

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Jeff Gerhart, Secretary

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Date