WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING
December 18, 2013

EXECUTIVE SESSION – 6:15pm – 7:05pm

One (1) personnel and two (2) legal matters were discussed.

BOARD MEETING

1. Call to Order – Hale called the meeting to order at 7:07pm.
Board members present: Jim Hale (President), Tom Schoemaker (Treasurer), Eric Gross (Director of Forestry), W. Lee Murray (Director of Common Areas), Per Suhr (Director of WPS), Darren Rouse (Director of Architectural).

Board members absent: Kirstin Reimann (Vice President); Jeff Gerhart (Secretary); Anne Stevens-Gountanis (Dir. Community Affairs); all with excused absence.

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

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

2. Approval of Agenda – Hale asked if there were any changes to the agenda. There were no changes. Gross then moved to approve the agenda, seconded by Schoemaker. The motion carried unanimously.

3. Approval of Prior Meeting Minutes – Hale asked if there were any changes or corrections necessary to the November 20, 2013 meeting minutes. There was one (1) change requested by Gross, to reflect (3) new Forestry Volunteers instead of (2) noted in the forestry section. A motion to approve the November 20, 2013 meeting minutes with this change was made by Gross, seconded by Suhr. The motion carried unanimously.

4. Owners Comments. – Ed Miller thanked WPS for the good job they did performing a vacation check.

Reports

5. President’s Report – Hale said it was a great year in Woodmoor with unprecedented fire mitigation work being done. He said the forestry group can now breathe easier as we are in December and the year end is near. Hale thanked the rest of the board, staff and volunteers for all that was accomplished in 2013.

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

7. HOA Manager’s Monthly Report – Beseau reported on the following:
* December newsletter will be sent out
* Beseau reported that the Annual Dues statements were mailed the first week of Dec
* No update from LaPlata Communities on the Dunes property
* Met with MSEC to begin updating Policies & Procedures and Employee Handbook
* Meet the candidates meeting scheduled for 12/08/13 at 6:30pm

8. Treasurer’s Report – Schoemaker reported November expenses of $79.4k and said we are currently approximately $30k under budget with about 9k non dues related income from fines, WPS contributions, and contracts. He said these non dues make up for about $100k a year. Schoemaker said we still need to enter some November bills and have another month to go but WIA is in good shape.


Discussion was held concerning the Hearing Meeting as the “Meet the Candidates” meeting is scheduled for the same day and time. It was decided to hold the hearing meeting a half hour earlier as there are only two (2) hearings. Board members that volunteered to attend the hearing meeting to be held on January 08, 2013 at 6:00pm are: Hale, Gross, Suhr, and Murray.

10. Public Safety Report – Suhr reported that Officer Nevills last week will be Jan 05. Chief Nielsen thanked her for her service and a job well done. He said her replacement (Officer Milligan) is doing a great job.

Nielsen said he ordered a new 2014 Jeep Cherokee as it has replaced the Jeep Liberty that is no longer made. Normally he orders vehicles through the state at a discounted rate but they did not offer it as an option so he ordered it through a fleet account with Chrysler. The new vehicle should arrive to WIA at the end of January 2014. Nielsen said that he would like to purchase a new smart trailer and that the price is $7435 delivered, plus taxes. He informed the board that it is a reserve item. After discussion, a motion was made.

Motion
Suhr made a motion to go ahead and purchase the new smart trailer at a cost up to $7500, seconded by Murray. The motion carried unanimously.

11. Architectural Control Report – Rouse reported that there were 15 project applications for November with projects consisting of: roof, fencing, pods, deck, and several miscellaneous. He said the Project Design Standards Manual (PDSM) revision is now on the WIA website for review and wants to have the draft for board approval by the end of the year. Hale said that the board will vote on accepting the new PDSM at the beginning of the year.

12. Forestry Report – Gross reported that forestry lot evaluation requests dropped with no new requests in November (253 YTD).

- 88.5% of grant award spent with $3400 remaining
- With the wildfires and extra mitigation work (scrub oak removal) on common areas, the Forestry budget is at 132% for the year. 2 extra slash days were held
- Reported 3 new forestry volunteers
In the coming months:
- We will complete the Common Area Forestry & Firewise 5-Year plan
- Plan 2014 Firewise events and chipping/slash disposal events
- Review and discuss an update of our CWPP (Community Wildfire Protection Plan)
- Train new volunteers/refresh training of existing team
- Search for additional grant opportunities and other ways to support Firewise efforts
- Organize our procedures, forms, and literature
- Renew WIA membership in Firewise and Ready, Set, Go organizations
- Work with surrounding communities and their HOA’s to reduce wildfire risk in the area
The WIA Firewise annual report by Chairman (Jim Woodman) showed approximately $148,189 spent this year by Woodmoor owners and the WIA to make our community safer from wildfires and to protect life & homes. This is the biggest cost estimate for WIA since we joined Firewise in 2005.

Gross informed the board that he and the Firewise Committee propose to change the name “Firewise Volunteer” to “Firewise Advisor” beginning 2014 with board approval, as we feel this better describes what the Woodmoor Firewise personnel do for the community.

Motion:
A motion was made by Gross to change the title of the Firewise volunteers to “Firewise Advisor” beginning 2014, seconded by Schoemaker. The motion passed unanimously.

13. Common Area Report – Murray reported that the common area work was completed for the season. He reported that the water fountain in front of the WIA had been broken and it will be repaired or replaced at the cost of the responsible party. We also had to replace a GFI exterior outlet on the front of the building. Murray said the conference room table cover was replaced as the old one was cracked and beat up. He said that we are looking to add WIFI for WIA only because there is no monthly charge which we would only need a router, and possibly additional outside deck tables/umbrellas, chairs, and replace worn inside tables.

HOA Manager (Beseau) informed the board that the WIA N.E.P.C.O. membership was renewed as requested and that a new board member will need to be designated for 2014. Hale stated that he would like to see other directors attend and take turns attending this meeting. Hale also said that he attended a Chamber Business After hours meeting this past month.

Old Business
15. Project Design Standards Manual Update- Beseau reported that we received 5 email responses with feedback mostly related to wanting a red-line version (which is not available). He said the revision was sent out in an email blast and is posted on the WIA website. Rouse requested the board approve the revision and adopt the new manual for next year. Hale said a board vote will be taken at the beginning of the year.

New Business
16. Election/Annual Meeting update – Beseau informed the board that the election ballots and materials will be mailed out at the end of the month. The Women’s League of Voters will perform the count again this year and the ballots go directly to their P.O. Box. The meeting has been set with LPSD and will be held at the Middle School.

In addition, the Meet the Candidates meeting is scheduled for Jan 08, 2013 at 6:30pm in the Barn, and the new Board re-organization meeting was set for January 29, 2014 (time TBD). An email blast will be sent out to the membership.

Motion:
A motion was made to adjourn by Schoemaker, seconded by Gross and the formal meeting adjourned @ 7:48 pm.

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Jeff Gerhart, Secretary

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Date