

September 11, 2019
Woodhaven Estates
Board Meeting Minutes

1. Meeting Called to Order (Linda) Meeting called to order at 7:01 p.m.
Board Members Present: Carlie, Janet, Karla, Linda, Alexander

Introduction of Meeting Guests:
Kara Crouch, Dan Ferrall

2. Adopt July Board Meeting Minutes (Linda)
Linda proposed adoption of Minutes; Janet 2nd, unanimous approval by Board members.
3. Treasurer's Report (Carlie)
 - Bookkeeper Contract & Duties – Bookkeeper shall update HOA list, and will send out Newsletter using current labels.
 - Due to change in Bookkeeper's the new Bookkeeper shall send out HOA dues late notices to members for 2019. Board unanimously agreed for Bookkeeper to send out notices to all homeowners whom are delinquent with HOA dues and offer a one-time opportunity to pay all dues owed (removing all late fees) if homeowner pays within 30 days. Bookkeeper accepts debit and credit cards that can be used for payments.
 - Archiving emails and HOA email
Board to look at most efficient way to archive emails
4. CC&R Report & Discussion (Alexander)
Homeowner, Scott Smith stopped by the meeting with roof sample for approval. Board unanimously approved sample. Homeowner Kara Crouch presented plan for approval of property fence. Board approved unanimously.
 - New CC&R complaints
Board member presented complaint about a property whose backyard borders Burley Hill Rd. and is not maintained. Alexander to contact homeowner.
5. Parks Report (Janet)
 - Girod Park Gazebo Project (ordering shelters)
Shelters are being ordered, and a construction crew has been hired to install shelters. Anticipating completion before Thanksgiving.
 - Budget for parks projects
Tabled for future meetings after gazebo project completed
 - Landscaping
Stacey Kline shall get bids to remove bamboo around detention basin. HOA landscaper shall mow one more time before fall, and start up again next May 2020.
6. Neighborhood Events
 - National Night Out – Successes and lessons learned for next year
Huge shout out to all who volunteered for the NNO. A total of \$1,946.46 were spent, and of that about \$700 for games that can be used again. Over thirty-one families attended. Discussions for next year; move start and end times, add food truck, perhaps more outside vendors
 - October / Halloween community engagement
Janet to investigate if HOA members would like to participate in decorating their homes for a possible contest, and have HOA members walk around to view.

- Christmas / holiday community engagement
Discussion about a possible HOA wide “cookie exchange” at Girod Park, serve hot cocoa, gather toys for Toys for Tots Program, and have a tree lighting ceremony.
- Garage sale complaints
Board heard from Janet about garage sale concerns from HOA members; not enough advertising, and insufficient notice (even though published in Newsletter). Will look at various ways to motivate participation and advertising.

7. Presentation of Other Business

None

Meeting adjourned at 8:16 p.m.