

# WILDLIFE MEADOWS HOA Board Meeting Minutes

**July 14, 2021**

Meeting was called to order by HOA president, Steve Williams at 6:30 pm. Member participants used sign in sheet to document their presence and a quorum was established. Minutes from the October 1, 2020 Board Meeting and the July 14, 2021 Board Meeting Agenda were both approved. Melinda Cooper was welcomed as the new HOA secretary.

There is no unfinished business.

Lily Westlund, HOA treasurer, approves Agenda items as listed, documented and distributed to attendees.

Roger Roberts, neighborhood developer and resident, is confirmed as the head of the HOA Architectural Committee and requests members of Wildlife Meadows HOA to also become active participants of this committee.

Steve initiates a discussion around adding two members to the board. Other board members indicate interest expanding the board. The discussion is tabled for future meetings.

Lily provides a financial report and board confirms her role as primary custodian of member contact list which is kept on Google Drive, in addition to planning financial goals and the contingency budget.

Steve initiates a discussion around neighborhood landscaping in light of current vendor asking for a contract. Board agrees a one-year contract is appropriate in accordance with HOA bi-laws. It is also agreed the work should continue to cover pest control and maintenance of the neighborhood entrance, sign and wall.

Steve explains that there have been some revisions to the proposed Administrative Regulation 1.0 ENFORCEMENT, primarily to clarify that following an investigation, any recommendation of a violation will be referred to the Board to make a final determination. The revised Regulation will be emailed to all owners along with a reminder of the next Board meeting. It is intended that the Board would vote on this Regulation at the next Board meeting in September.

Melinda Cooper, secretary, volunteers to create a community directory hard copy to be updated yearly after the annual HOA meeting. Each homeowner will have the option to opt in or out of this directory by responding to a questionnaire/notice delivered to the door all neighborhood homes. A sample questionnaire will be brought to the next board meeting for approval.

Steve Williams proposes to add three Officer positions if volunteers can be recruited: Technology, Communications, and Community Activities. The Board agrees to recruit for these positions, to be appointed by the Board. Information about applying will be included in an email to all owners.

The board suggests adjusting the annual board meeting timing to occur each June. Member feedback is unanimously positive and all agree participation is higher in the month of June compared to February. Steve also notes that a meeting site would need to be determined for future meetings that could not be held in the cul-de-sac, primarily for Board meetings and any other meetings scheduled during the winter or during inclement weather. Any rental charges would also be a factor.

Meeting is adjourned at 7:25 pm.

Minutes recorded by Melinda Cooper, Secretary.