

Meeting Minutes – Woodlands Homes Association

Location: Woodlands Gatehouse

Date: November 15, 2018

Approved

12/10/18

Attendance: Present: Don Hansen (President), Carol Kuenzel (Treasurer), Michelle Baker (Secretary), Jan Alexander, Ron Pashen, Rick Keller (Assistant Treasurer), Tom Farkas
Members: #127 Joe & June Clymore, #103 Kelly Miller, #105 Zachary Skinner, #102 Stephen & Donna Geisinger, #101 Mark Henkel, #45 Gwen Vandiver, #118 John Chapman, #39 Bill Riddle, #140 Anne Rastorfer, #106 Stacy Rockford, #82 Michelle Farkas, #92 Neil Anderson, #135 John McIntosh, #34 Merrill Watt, #88 Jared Ryan
Guest of Member: M. King – (#34 M. Watt)

Meeting called to order at 6:00 PM by Don Hansen. Copy of the agenda is attached.

Agenda Items:

1.1 October minutes were reviewed. A motion was made to approve them. Motion carried.

1.2 Open floor to HOA Members. Merrill Watts requested to present to the Executive Board a petition for the Board to read. Don Hansen requested that Mr. Watts verbally present the Petition to the Board as only one copy was delivered. Mr. Watts proceeded to read the petition in it's entirety. **(See Attached Presented Petition for item-by-item breakdown.)**

The Executive Board was presented with ONE (1) petition from "The Woodlands Working Group" (WWG). Said group has defined themselves as a "consensus building team focused on preserving home values, amenities and promoting effective, responsive services". It is said to operate through "owner-member decision making using open, frank, and common-sense dialogue." The petition was signed by forty-one (41) individuals; representing thirty-one (31) residences. **NOTE: Of the thirty-one (31) residences only twenty-nine (29) are Members In Good Standing.** Issues presented in the Petition are: A) Assessments and maintenance charges; B) On-property notice in advance; C) Transparency and Timeliness. Balance sheet & income and expense reports; D) Amenities and Services cost sharing among Single family and Townhome ownerships. E) Bylaws update. Conditions have materially changed since 26 Apr 1982, when the HOA was registered. F) Audit the Financial Records. Include procedures, practices and disclosures. – Added ** Bid Proposals. **It was requested that the board accept and take action on this petition within five (5) days of the date of the petition.**

Continued Open Floor Discussion by HOA Members: S. Geisinger questioned whether the cost for the repair and replacement to the entryway was coming in at the correct contract price. Don Hansen stated that it was coming in at \$33,000 base plus \$3,300 for additional stucco repair, as opposed to the original estimated figure of \$45,000. Kelly Miller requested the Board email out a copy of the final invoice with the total amount that we will actually be paying out. S. Geisinger requested that everyone would like to see the survey results in their entirety. The 5 Year Budget Committee will be going over the final survey results at their meeting to be held Monday, November 26th. Zach Skinner wanted to know if the 5 year budget will be approved by the entire community. The response to his question was: Yes, it will be presented at the annual meeting. An agenda will go out before hand so all HOA Members will know what the annual meeting will entail.

Joe Clymore asked how we found the contractors to do the work on the wall. Don Hansen responded that one recommendation came from our insurance company, the second from Midwest Stone, and the third was from another contractor. **It was noted that insurance had already paid out \$5,550 minus the \$1,000 deductible. Carol stated the amount received was for replacement of approximate 10 ft of the original style of wallcap and a small amount of stucco that was damaged by the pear tree limb falling on a section of the wall. S. Geisinger stated that the trees should not have come out. The decision to remove them should have been brought before the entire neighborhood. Kelly Miller stated that she was upset over the timing of the notification of the capital campaign. John McIntosh stated that he understands it's going to cost money to keep our neighborhood up. Bill Riddle questioned whether we pulled a permit for work being done on the wall. Hansen responded that HE didn't pull a permit, but didn't know if the contractor did. Don apologized for not having done that himself. Jared Ryan requested that we please let the neighborhood know what we need to have done and what we need to do, so that people could volunteer or suggest people they know / or are related to / could do the work. Rick Keller stated that the Board has been talking about priorities that need to be addressed and has been going over these at ALL the board meetings. And that is why we convened the 5 year budget committee – to prioritize our needs and the costs associated to it. Carol Kuenzel stated that it was imperative for people to come to the monthly board meetings and the annual meeting. Z. Skinner questioned whether the Board would be will to review covenants and modify some of the out dated ones. Don indicated that the Board would be willing to work with a group of individuals who would be willing to take on the initiative of reviewing the covenants. But the Board itself was already spread too thin to take on that project at this point in time by ourselves. Carol reminded everyone in attendance that it took 75% of voting members to approve and make changes to the covenants. The following individuals volunteered to be considered to sit on the Covenant Review Committee: Merrill Watt, Zach Skinner, Kelly Miller, Stephen Geisinger, Mark Henkel, Joe & June Clymore, Anne Rastorfer, Jonathon Meyers. Don indicated that the Board would determine the individuals to sit on the committee and we would email them. A. Rastorfer asked if the Board could guarantee that the HOA would not get hit with another capital campaign. All Board members responded that while we could not guarantee it, we, as paying members of the HOA as well certainly hope that is not the case – as we don't want to have to pay any additional money either. K. Miller questioned the upcoming phase one tree removal. The Board responded that eighteen (18) ash trees had been treated. Fifteen (15) additional trees are going to have to be removed IMMEDIATELY due to potential risk of physical harm to humans and property. Four (4) are located in general common areas and eleven (11) are located in townhome common areas. Tom Farkas questioned whether the fence truly needs to be repaired and replaced. The WWG asked the Board to reconsider redoing the fence. Don said we will NOT reconsider the three projects slated. (Wall / Fence / Pool – Mailbox Parking Lot) S. Geisinger stated that he was told by counsel that “PAID IN PROTEST” written on capital campaign payment checks were supposed to go into a separate account. Carol indicated that she had never heard of such, but would check with our accounting company.

2.1 Financial Report: See Attached. Motion was made to approve the financials. Motion carried. Kelly Miller requested that she receive a copy of the financials. Carol will provide.

2.2 All points were already covered during the open floor discussions at the beginning of the meeting.

3.2 Soffits/Facias: Done for the year. All planned work completed. Next work 2019.

3.3 Roofs: #36 Still waiting on replacement tile. #1 has not gotten back to us. #25's issues are not the responsibility of the HOA. #29 should contact a roofing company regarding water penetration.

3.4 Landscaping / Tree Planning 2018/2019: Started on leaves 11/18, trees the 1st of December.

3.5 Drives/Walks: #92 mudjacking completed.

3.6 Stucco / Painting Schedule: #34, #36, & #6 painted. Ron spoke to #25, no longer an issue. Ken to give an estimate on stucco repair on #2 crack; #3, small chimney stucco crack; #5 larger chimney crack. #20 has two problems. Stucco and broken tile. #20 agreed replacement tile was acceptable. #27 stucco small problem by window. To be done before the end of the year. Will look at #46 chimney area.

3.7 Pool / Fountain: Waiting to finalize fountain pump winterization due to inability to shut down water because of wall repair requiring water.

3.8 Gatehouse: n/a

3.9 Entrance Wall: Already discussed in detail and great length earlier.

3.10 #18: Next bankruptcy meeting to be held December 4th. Carol now able track bankruptcy via 13Network.

4 Architectural Committee: n/a regarding requests. John McIntosh presented the Board with a draft letter for consideration. Said letter is to be sent out to townhome / single family homes who have issues warranting change / repair. John also presented to the Board his recommendation that we purchase two no parking without permit signs and fifty (50) permits at a cost of \$206.37. Michelle Baker indicated that the Board already had PDF parking permits prepared and ready for use. She indicated that the permits had already been used prior to John taking over responsibility for the permits. A motion was made that the draft letter and the Parking Permit Signage at mailbox/pool parking lot purchase be tabled for further discussion. Motion passed.

5.1 Already discussed at length earlier in the meeting.

5.2 Site Plan Revision – Formerly Tanners. Michelle Baker informed all in attendance that it was important that all available attend the Planning Commission meeting being held 11/19 at 7pm at the Gladstone City Hall to consider a site plan revision of the former Tanner’s property to a convenience / gas station. The Planning Commission will vote whether to recommend or not recommend the proposed plan to the city council.

5.3 Will go over at next budget meeting.

5.4 Carol is working diligently on.

5.5 Printed and ready for distribution. Upload to the website under a password protection. Volunteers stepped forward to distribute.

5.6 January 24th @ 6:30. Location to be determined. Baker to check availability of Antioch Branch of Mid-Continent Library.

5.7 Rigdon to install Christmas lights on gatehouse and large Christmas tree at entryway.

5.8 Don is doing the work on the signs himself.

Pending Items:

- 1. Neighborhood Directory:** Distribution
- 2. Permit Signage at pool area:**
- 3. Letter of Issue to Homeowners with Maintenance Deficiency**
- 4. 2019 Budget**

Review Decisions and Due Dates:

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| 1. Knisley Bankruptcy/Settlement Follow up | Carol | Dec 4th |
| 2. Pending ARC Submissions | ARC | Dec. Mtg. |
| 3. Street Repair/resurfacing update | Ron | Dec. Mtg. |
| 4. Location of Annual Meeting | Baker | ASAP |