

December Meeting Minutes – Woodlands Homes Association

Location: Mid-Continent Library – Antioch Branch, 6:00pm

Date: January 10, 2019

Attendance: BOARD MEMBERS Present: Don Hansen (President), Carol Kuenzel (Treasurer), Michelle Baker (Secretary), Jan Alexander, Ron Pashen, Rick Keller (Assistant Treasurer), Tom Farkas (Arrived @6:25)g

HOA Members: #11 Stephan Barr, #15 Carol Ellis, #34 Merrill Watt, #36 Robin Gross, #39 Bill Riddle, #101 Mark Henkel, Judy Baier, #102 Donna Geisinger, #104 Dawn Page, #105 Zachary Skinner, #107 Stephen Mathews, #118 John & Ginny Chapman, #127 Joe & June Clymore, #133 George Smith, #140 Anne Rastorfer

Meeting called to order at 6:02pm on 1/10/19.

Agenda Items:

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

1.2 Open floor to HOA Members. Bill Riddle addressed the Board with information he had obtained after meeting with Gladstone Street Department employees; Anthony Sands and Tim Nebergall (sp). Bill stated that the City of Gladstone have a rating system they use to determine areas that need work done and the speed in which they need to occur. There are two areas they are dependent upon: 1) concrete and 2) asphalt. Sands and Nebergall indicated that the Woodlands IS on their schedule for replacement, NOT simply repair, i.e. patchwork. Our concrete work will be completed in 2019 and the areas in the Woodlands that are asphalt will be completed in 2020. Carol asked if they indicated if they would be working on curbs as well. Bill said that they didn't mention curbs and he didn't know but he would follow-up and find out.

Bill inquired if the Board had a signed contract for the work to be done on the iron fencing at the front of the subdivision. He thought he could have the work done at a better price. Don indicated that he would send the fencing info to Bill tomorrow (Friday 11th).

Ginny Chapman #118 asked if landscaping plans were in the works. Baker responded, yes, at that it would be covered later in the meeting, it was Agenda item #7.3

2.1 Financial Report: See Attached. Motion was made to approve the financials. Motion carried.

2.2 Carol reported that there are currently seven (7) individuals who have not paid the first \$400 installment of the Capital Assessment that was due November 1st. She indicated that she had sent them two additional letters and had not heard back from anyone. Carol recommended that we begin to charge the appropriate late fees as assets beginning December 1st. It was questioned whether any of the 7 outstanding individuals had made any mention or comment to any Board Member that they were experiencing any type of hardship and that is why they had not paid. It was determined that they had NOT. Donna Geisinger volunteered to knock on doors and personally speak with outstanding debtors but it was determined that would be inappropriate that as Treasurer, all communication regarding this matter should through Carol. Motion was made, seconded, and passed that Carol would instruct AS to begin late fee assessments as of December 1st.

The Board determined that we would hold off on further action, i.e. liens, until April. (As the second installment is due as of March 1st.)

2.3 Carol stated that AS was moving their offices and would not be open until the 15th of January. She wanted to insure that people who hand delivered their monthly dues would know the office had moved and wouldn't be open until the 15th.

3.1 #18 We have not heard anything back on the request to dismiss. Our attorney sent out and Interrogatory, which we have not heard back regarding either.

3.2 Townhome Owner Insurance Certificates: Baker indicated that she was in the midst of auditing the Insurance Certificate records and would report back upon completion

4.1 5 Year Budget: Committee needs to meet one additional time to finalize recommendations.

4.2 2019 Budget: Rick presented the proposed 2019 Budget. Motion was made, seconded, and passed to accept the proposed budget. (Budget Attached)

4.3 Insurance Premium – Audit Report: Carol reported that the finalized report she had to prepare ended up being 63 pages long. She indicated that for insurance purposes, anytime an invoice is given it has to have a breakdown between pricing on labor and parts. Merrill Watt questioned whether we had Workers Compensation Insurance. Carol indicated that our insurance carrier CEK recommended we carry our own HOA workers compensation insurance to cover ourselves should one of our member volunteers get injured. Mr. Watt continued to question the validity of the insurances that we carry, how we cover, who is covered. Baker indicated that these questions had already been asked and answered multiple times over months and months and the agenda timing deemed we needed to continue forward.

4.4 Annual Meeting: It was reiterated that the Annual Meeting would be held on the 24th of January at the Mid-Continent Library, Antioch Branch. That only members in Good Standing would be allowed to vote. It was stated that a proxy and meeting reminder as well as a candidate bio would be going out to all members. Steve Barr #11 spoke up and indicated that he would like to put his name on the ballot for election on the Townhomes ballot as well. Robin Gross asked if the Special Meeting Minutes would be distributed. Michelle Baker indicated that she was working on them and yes, they would be distributed electronically to all once they were approved.

5.1 Capital Projects: Metal Fence - John Chapman indicated that he had a friend who was a retired iron worker take a look at it. And thought he could replace it for less than the \$15,000 bid we currently have. Don requested that John have his friend contact him and give him a proposal.

5.2 Parking Lot Overlay: Baker indicated that she would resend the bid she had received to Don. Jan Alexander indicated that she had two of them on her phone and needed help to send them to Don. (Don was able to show her how, Don will be reviewing the three independent bids that were obtained.)

5.3 Fountain Surface Painting: This was determined to be a necessity and needs to be done as soon as weather allows.

5.4 Pool Surface Patching: Don to send contact info and bid to Baker. Baker to call and schedule as quickly and weather allows so it doesn't deter the startup of pool season.

6.0 Architectural Committee: No update at this time.

7.1 Soffits / Facias: No specific start date

7.2 Roofs: Donna Thornton getting quotes / waiting on tiles for R. Gross / DiRenna having work done.

7.3 Landscaping / Tree Planning 2019: Don is getting a preliminary design markup from a professional contact; landscape lighting needs to be incorporated and addressed.

7.4 Drives/Walks: #20 tile work will be done in February (weather permitting)

7.5 Stucco / Painting Schedule: Repair work to be done on 2, 3, 5, 10, 20 & 25.

7.6 Tree Work Phase 1: Completed

7.7 Tree Work Phase 2: Meeting won the 18/19 with Urban Tree Specialists. Phase 2 will consist mostly on the Townhome side.

8.0 We will be sending out as well as posting on the website the schedule for the eight (8) year paint cycle.

Robin Gross addressed everyone in attendance and asked if anyone has seen a large A/C cover. Merrill Watt indicated that he infact had her missing cover and would get it back to her.

Meeting was adjourned at 7:43pm

[Approved Woodlands HOA 2019 Budget.pdf](#)