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**Board Meeting Minutes**

July 18, 2013

**Called to Order:**

The meeting was called to order by Rob Alleger at 5:07 PM. Other board members present were Sally Metzger, Doug Massingill, Bob Jones, Cliff Benson and Susie Nulty. Steve Kouri from Courtney and Courtney was present.

**Executive Session**

**Approval of Prior Meeting Minutes:**

Sally moved that the May 2013 meeting minutes be accepted as submitted; Doug seconded. Passed.

**President's Report**

A reminder needs to be sent to all owners regarding the change in the monthly dues amount effective January 2014. For those owners with auto-payments, the amount will need to be changed.

The damage to the #18 deck was reviewed and in accordance with the resolution, the Board requests the owner address the damage caused by the stair location within the next 60 days. The HOA will cover the deck repair after the stair location is addressed. If the owner does not address this issue within 60 days, the HOA will make the necessary stair adjustment and bill the owner. Courtney & Courtney will send a letter of notification to the owner. Motion submitted by Susie; seconded by Sally and passed by Board.

The President took responsibility to notify the Woodbridge owners of potential security problems and the board thanked Rob for taking action and appreciates knowing important information regarding our community.

Rob reviewed status of various units that were on the market and are currently for sale.

There was discussion of landscaping and our agreement with Well-Groomed. The annual contract will be re-bid among 3 or more service providers.

Rob has updated the Reserve Study which has several very important uses including expenditure planning and a legal document for taxation purposes to justify funds retention. Rob has agreed to update the document in the future which saves our association about \$3-5,000 if done by an outside entity. The Reserve Study allows the HOA to plan for large expenditures and, hopefully, avoid special assessments. This planning also spreads the costs of major repairs out over time for the owners and is much more equitable than relying on special assessments when needs arise.

**Treasurer's Report:** See attached report. Financial position is very good with over budget item only being snow removal.

Insurance coverage was discussed and owners needing H06 policies was discussed. Steve will get the HOA coverage details out to owners via our web site. Owners are encouraged to discuss their policies with their insurance brokers and consider an ample excess umbrella liability be included with their H06. Details will be in next newsletter.

**Committee Reports:**

Landscape/Maintenance Committees – Concrete work will be scheduled the end of July; tree and scrub work will be scheduled in August.

Architectural Control Committee – One new request received by ACC and processed. Cliff provided an historical record of ACC requests to Board.

**Property Manger's Report:**

Discussion of requiring a rental unit cap was discussed again due to the effect a high percentage of rentals has on FHA and Fannie Mae loans. Several concerns and limitations were reviewed and this will be presented to the owners via letter and mailed ballot.

Steve reported on several unit issues including a water problem, gutter issue, and a chimney leak.

Some of the HOAs' CDs have been converted to Money Market accounts.

**Old/New Business:**

The board thanked Sally for organizing the successful and well-attended Meet & Greets on several Friday evenings. These gatherings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Fridays through the end of August. A progressive dinner is in the initial planning stages.

Owners are reminded that all dogs must be leashed and control of barking dogs is required.

**Adjournment:** Meeting adjourned at 6:57pm. The next Board meeting will be at 5pm on September 19, 2013 with location to be determined.

Respectfully submitted,

Susie Nulty