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## Board Meeting Minutes

April 20, 2017

### Called to Order:

The meeting was called to order at 5:00 PM. Board members present were Susan Scott, Bob Jones, Lynn Ostler, Dan Sollee and Susie Nulty. Steve Kouri from Courtney and Courtney (C&C) was present.

**Owners Forum:** No owners except for Board were present.

**Approval of Prior Meeting Minutes:** The March 2017 minutes were ratified.

**New Business:** The early spring watering was discussed and changes made based on weather forecasts.

### Treasurer's Report:

Bob presented the Report & the check register was reviewed. The reserve transfer of \$20k from income will be researched.

**Executive Session:** Several issues were discussed.

### Action Items from Last Month:

1. Late charges on 2 insurance policy payments: one was due to Board review of options and the other will be covered by C&C.
2. BluSky payment to WB to cover roof repair/warranty work will be sent per Steve Kinder.
3. Woodbridge web site: several changes discussed regarding access and Steve will contact Sam. Lynn will ask lawyers questions at seminar. **The Board appreciates what Sam does to maintain our web site.**
4. Executive session topic
5. M & D completed chimney work and did a good job. One other damaged stack was discovered.
6. The driveways are common property belonging to the TOA and oil stains must be cleaned by owners. Steve will send out request letters.
7. Air conditioning units that owners install require an ACC form for committee review on exterior placement and size. Repair and replacement (if same size and location) need not have an ACC form submitted. Any changes must have ACC form approval. ACC forms are processed as quickly as possible but owners are asked to give the committee a 30-day window.
8. Executive session topic

### New Business:

1. Tree between decks of #28 & 30 was discussed and Steve will contact owner. Options will be reviewed after the spring walk-through with arborist.
2. Parking issues discussed and some owners need to be reminded about guest parking that is not to be used by owners or long-term tenants. Steve will send out letters.

### Old Business:

1. The reserve analysis was reviewed at a previous meeting.
2. The owner directory and board e-mail accounts were reviewed at a previous meeting.

### Additional Items:

1. Water Falls will be turned on by mid-May
2. Flowers, deer repeller & additional concrete bench will be purchased for Falls area, the later to be charged to landscape maintenance #4018.
3. The rock area between #50 and #52 will be expanded and barrels removed.
4. Owners Work Day is now scheduled for June 10<sup>th</sup>. We may do some of the painting touchups as well as other projects.
5. Mulching around trees was reviewed and several areas identified.
6. Tax return for 2014, 2015 were signed. Reviews for 2016 are in process with new accountant.

**Adjournment:** Meeting adjourned at 7:40pm. The next Board meeting will be on Thursday, May 25<sup>th</sup> at 5pm in unit #60.

Respectfully submitted, Susie Nulty