

# Park at Woodland Oaks Owners Association, Inc.

Tuesday, May 11<sup>th</sup>, 2022, at 6:00pm via zoom

**Call to Order:** With quorum of the Board present, the meeting was called to order at 6:15 p.m. Board Members Present: Edward, Jennifer, Vicki, Bobby, Elisabeth. Spectrum Association Management Present: Stephanie Brennan- Community Manager.

**Approval of Meeting Minutes:** A motion was made by Jennifer to approve the previous meeting minutes from November 2021, as written. The motion was seconded by Victoria Readnour, and all members voted in favor.

**Homeowner Forum:** There were no questions from homeowners

**Financial Review:** Stephanie Brennan presented the balance sheet as of the day of the meeting. She reviewed the accounts receivable and informed the board it was reduced from the same period last year. The income statement and income statement summary were both reviewed as well. The association is well within budget for the month of May as well as the year.

## **New Business:**

- a. Governing Document Amendment: Stephanie noted that following board approval of the documents, the new version would be shared with the community pending the required 67% vote of the membership. The board agreed to provide Stephanie and Morgan with their approval of the final version of the documents by June 3<sup>rd</sup>. The board approved a Townhall on June 21<sup>st</sup> and the Special Meeting for the document amendment to be held mid-late July, with a reconvene date of 3 weeks post meeting in the event quorum is not achieved.
- b. Governing Document Amendment: Board unanimously voted in favor of having 7 Board Members on the Governing Documents.
- c. Governing Document Amendment: Holiday Decorations – Board unanimously voted to have holiday decorations removed 30-days after the holiday and installed no more than 30-days prior to a holiday.
- d. Governing Document Amendment: Insurance – The board unanimously voted to remove the amounts currently stated in the Governing Documents and replace with the verbiage ‘minimum amount as required by law’.
- e. Yard of the Month: The board noted that Yard of the Month had previously been approved by the board, but board participation was required to move it forward. The board agreed to re-instate Yard of the Month from June – August, and agreed to participate in the voting requirement to nominate first, second and third place winners. Vicki also requested that guidelines for judging be re-issued to the board.
- f. Community Events: The board would like to engage in more Community Events such as Easter, but noted that a committee and/or board participation is required to make these events happen.

## **Old Business:**

**Mailboxes:** Stephanie confirmed that she had re-submitted all pictures and corresponding placement of the mailboxes to USPS to request financial support from USPS to have the boxes replaced. Stephanie noted this is not a short process and the hold up to date has been due to

the community requiring USPS to pay for the boxes which isn't always the case with mailbox replacement for communities. Stephanie added that financial need is required to be presented to USPS and await approval before it can proceed.

**Executive Session:** With no further business or homeowner questions, the open session was closed, and executive session opened. Stephanie presented the Aging Report to the board who sent one (1) account to legal and the Site Violation Report was reviewed by the board who sent four (4) accounts to legal.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 7:42 pm.