

Park at Woodland Oaks Owners Association, Inc.

Tuesday, February 7th, 2023, at 6:00 pm. Via zoom

1. **Call To Order:** With quorum of the board the meeting was called to order at 6:10 pm.
2. **Establishment of Quorum:** Board members present were Sandra Stahl (President), Elizabeth Mays (Member at Large), Jennifer Hickman (Member at Large), Edward Fair (Member at Large), and Victoria Readnour (Treasurer). Spectrum Association Management was represented by Morgan Riley, Community Manager.
3. **Approval of Previous Meeting Minutes:** The board reviewed the meeting minutes from October 4, 2022. Jennifer made a motion to approve. Sandra seconded the motion; all were in favor.
4. **Financial Review:** Morgan reviewed the financials. There were no questions regarding this
 - a. **Operating:** \$16,734.57
 - b. **Accounts Receivable:** \$28,523.56
5. **Old Business:**
 - a. **Governing Documents Review:** Morgan reviewed the motion made by Vicki to meet with the attorney in person to review every area of the documents needing revision. The board has approved 2 hours for Vicki to go over the documents with the attorney to ensure that every area is handled.
 - b. **Mailboxes:** Morgan reviewed the mailboxes that could be purchased for replacement of the old ones currently in place. Jennifer has brought to the attention of the board that there needs to be a survey done first to clarify which boxes need to be purchase first. Morgan will be meeting Jennifer on 02/13/23 to go through the clusters and rate them on a level of 1-3 to figure out which ones to replace first. Morgan will continue to research mailboxes for heightened security and bigger width. Edward recommended each board member on the call reach out to a city council person to speak with them regarding financial help with the mailboxes.
6. **New Business:**
 - a. **Social Events:** Morgan reviewed all the social events the board would like to proceed with this year. Morgan has received a majority board approval for the following events to take place this year (2023): Spring Garage Sale, Easter Egg Hunt, Yard of the Month, NNO, and a holiday decorating contest.

- b. **Spring Garage Sale:** Morgan will check into the surrounding neighborhoods spring garage sale and coordinate that with Park at Woodland Oaks so it is all on the same day.
- c. **Easter Egg Hunt:** The board approved for the Easter Egg Hunt to take place on April 8th at the park near the community. The board and volunteers will fill easter eggs. This event will begin at 11am, and will be separated into the following groups:
 - i. 2 and under: 11 am
 - ii. 3-5 years old: 11:15 am
 - iii. 7-9 years old: 11:30 am
 - iv. 10-12 years old: 12 pm.

Each group will have the chance to find a golden egg, there will be three golden eggs per group. The winners will be given a big basket prize.

- d. **YOM:** The board has approved for yard of the month to take place from April-Aug. There will be one winner per month with a \$75.00 gift card to Home Depot as the prize. Edward has volunteered to deliver the gift cards and place the yard sign for each winner.
- e. **NNO:** The board has approved moving forward with NNO this year. Morgan will ensure the community is registered. The board and volunteers will organize a bouncy castle, food, and call local businesses to join the community.
- f. **Holiday Decorating Contest:** The board has approved to move forward with a holiday decorating contest. The judging will take place between Dec 15th-19th. The winners will be announced on December 20th. There will be three winners and the prizes are as follows:
 - i. 1ST - \$150 Gift Card to Home Depot
 - ii. 2ND- \$100 Gift Card to Home Depot
 - iii. 3rd - \$75 Gift Card to Home Depot

7. **Homeowner Open Forum** (All homeowners present have 2 minutes per lot to address the Board): One homeowner volunteered her time for all the social events and thanked the board for bringing all this back to the community!

8. Executive Session:

- a. **Agging Report:** The board reviewed the aging report and voted two (2) accounts to be sent to the attorney for collections:

- b. **Violation Report:** The board reviewed the most recent site drive report and have voted for three (3) accounts to be sent to the attorney for violations:
 - c. **Property Bullet Point Form:** Morgan reviewed the property bullet point form with the board. There was nothing to change but the board had some questions on vehicles parked around the community. Morgan explained that because these are public roads, we cannot open a violation for this. Morgan will be reporting this issue to the city.
9. **Adjournment:** With no further business the meeting was adjourned at 8:09 pm.