

Park at Woodland Oaks Owners Association, Inc.

Tuesday, April 27th, 2021 at 6pm via Zoom

1. **Call to Order:** With quorum of the board, the meeting was called to order at 6:09pm. Board members in attendance were Sandra Stahl (President), Victoria Readnour (Treasurer), Bobby Jones (Member at Large), Dana Martin (Member at Large), Elizabeth Mays (Member at Large), and Edward Fair (Member at Large). The SpectrumAM representative in attendance was Stephanie Brennan (Community Manager).
2. **Approval of Meeting Minutes:** The March 1st, 2021 Meeting Minutes were approved with one change. The year needs to be changed to 2021.
3. **Financial Review:** Stephanie presented the Balance Sheet as of the day of the meeting and noted the bank balances. She also provided the Income Statement and Income Statement Summary.
4. **New Business**
 - a. Board Member Resignation: Anthony Dublin has resigned his position on the board. With the Annual Meeting so close and his position up for election, the board will not appoint for the last few months remaining of the position and will put the open position on the ballot for the Annual Meeting.
 - b. Bylaws Quorum: The board unanimously approved the amendment of the Bylaws to 10% quorum, per the annotation on the existing documents.
 - c. ACC Committee Member Appointment: Sandra Stahl was added to the ACC Committee following the resignation of a former member.
 - d. Annual Meeting Preparation: Stephanie and the Board discussed that the Annual Meeting would be held in early July, between now and then the amended version of the Governing Documents will be reviewed and approved by the Board and subsequently rolled out to the community.
 - e. Bank Accounts/CD Maturing from RBFCU in May: The Board unanimously approved moving the HOA funds away from RBFCU into new accounts to avoid the challenges faced by RBFCU every time financials needs to be handled. The Board approved not to renew the CD that is maturing in May and to move the money into a reserve account that is not with RBFCU.
 - f. Homeowner Questions: The board voted to begin the meeting with homeowner questions.
5. **Old Business**
 - a. Governing Documents Amendment Revision: Stephanie provided the board with the document amendments for the Bylaws and CC&Rs. The board will review the amendments and provide any notes. Once the final amendment has majority board approval it will be rolled out to the community for review. A majority vote of the community is required to put the new Governing Documents into action. The voting will

culminate at the Annual Meeting in early July pending board approval of the amended documents.

- b. **Mailbox Replacements:** Stephanie continues to follow up on the financial approval of this from USPS.

6. **Homeowner Open Forum:** With no further business, Stephanie opened the floor to homeowner questions. There were several homeowners on the call and all questions and comments were addressed in their entirety.
 - a. **Yard of the Month / Community Competitions:** The Yard of the Month competition will recommence in May.
 - b. Homeowners on the call were asked if they were interested to run for the board and to keep an eye out for Board Solicitation in the next month.

7. **Executive Session:** With no further questions, the open session was closed, and the Executive Session opened. Stephanie presented the Aging Report to the board and no accounts were voted to legal. She also presented the Site Violation Report and the board voted one account to legal.

8. **Adjournment:** With no further business the meeting was adjourned at 7:21pm.