

## Minutes from Woodfield Estates HOA Zoom Board Meeting

**Date:** 8 March 2023

**Present:** John O’Conner (through 2024), Warren Devine (through 2023), Juliet Kwakye (through 2023), John Hefner (through 2025), Robin Rosen-Evans (through 2025)

**Homeowners present:** None

John called the meeting to order at 6:043pm.

John moved to approve the November board meeting minutes; Juliet seconded; passed, all in favor.

Treasurer’s report (by John):

- HOA bank account currently has \$22,866.50, which includes the stormwater and playground reserves, which combined total around \$5,500.
- All homeowners have paid their 2023 annual dues.

Outstanding tasks from last meeting (\*\* denotes items requiring action before next meeting)

1. John and Warren – Cleaning up access road to playground – John got some estimates for the cost of getting more gravel for the access road. They ranged from \$150-\$200, including delivery. A tentative date for the work was set for March 25, however, the Alspaugh’s (who usually help with such projects) are not available that week or the following week. Need to set date and do work.\*\*
2. John – Storm pond maintenance work. At the January meeting a motion passed to have the upper pond cleaned by Sage. We will not do anything about the large log at this time, as it does not appear to be affecting the function of the ponds. Action item: Juliet will contact Juliana about having Sage do this work.\*\* (Juliana has been our neighborhood contact for Sage.)
3. John – Tree removal policy presented to the board for a vote. After discussion, Juliet moved to accept the policy as written. John H seconded. Motion passed, all voting in favor.
4. John – Calendar of HOA events for 2023. The board agreed that this calendar looks reasonable. The calendar is meant as a reminder, and the items on it are not set in stone, nor are the dates.
5. Warren – Compile important HOA info in one place, such as bank info, tax numbers, and login passwords. Warren has completed this, though additional information may be added later.
6. John – Transfer Claudia’s binder to board. This was done. John is now going to remove the outdated information from two binders before they go to the new board members

Comments received

1. Complaint about the condition of the play area, including grime, spiders, and safety issues. The homeowner who complained is interested in being on a committee to make improvements. John H volunteered to be the board liaison for this new committee.
2. Suggestion to establish online payment option. John is looking into the option of using PayPal. The board discussed using Venmo as well, which has the advantage of no fee.

#### Outstanding comments

1. Playground access road cleanup – discussed above.

#### ACC requests received

- No new requests

#### New items (\*\* denotes action items)

1. Warren made major updates to the HOA website <https://weha-hoa.com/>
2. John to deliver binders to new board members.\*\*
3. Warren will purchase replacement lights for our signs at the loop entrance.\*\*
4. Next Board Meeting: May 10<sup>th</sup>, 6 pm on Zoom

#### New officers

The board selected new officers, effective immediately. They are as follows:

Juliet Kwakye - President

John O'Conner – Treasurer

Robin Rosen-Evans – Vice President

Warren Devine – Secretary

John Hefner – Member at large

Juliet moved to adjourn at 7:15, Warren seconded. All in favor, motion passed.