

**Woodfield Estates HOA Board Zoom Meeting Minutes
November 20, 2024**

Present: John O’Conner, Treasurer
Don Silver, President
Sheryll Apte, Secretary
Juliana Alspaugh, Unassigned
Jen Boelts, Unassigned

Absent: N/A

Homeowners present : None

Don called the meeting to order at 6:02 pm.

Secretary’s Report:

Minutes from last Board meeting were approved. Discussed revision of Annual Meeting minutes to reflect discrepancy between reserve amounts stated in the meeting and reserve amounts approved by homeowners. That revision to be sent to Board members for preliminary approval.

Treasurer’s Report:

John was asked to develop and present a balance sheet showing equity and bank account balances as part of the regular Treasurer’s report. He will begin doing that. John discussed placing 2025 dues in a short term CD to maximize income and shared that most cash is needed later in the spring for expenses. He discussed opening more than 1 CD so maturity dates are staggered, possibly with a CD maturing every 3 month to accommodate cash disbursement needs. The Board approved this approach.

New Business:

1. New HOA assessment notices will be mailed mid-December and sent out electronically in January. Notices will include an option to pay via PayPal, with the associated fees being paid by homeowners electing to use PayPal.

2. Election of Officers - Nominations were made. Motion for the following slate of officers was made, seconded and received unanimous approval:

Don Silver, President
Sheryll Apte, Vice-President
John O’Conner, Treasurer
Juliana Alspaugh, Secretary
Jen Boelts, Member at Large

Ongoing Business:

1. Playground Committee – Committee has been inactive. Juliana volunteered to be on the committee and recruit volunteers to participate.
2. Architectural Control Committee – No new applications have been received. Discussed follow up of fence issue at 2330, Eleanor Winkler's home. Without an ACC application or approval, Eleanor installed a short wire fence and metal gate which the Board determined did not meet requirements established by the CC & Rs. The Board met with Eleanor and she shared her thoughts about the fencing. After further Board discussion, a letter was prepared to mail to Eleanor notifying her of the violation determination. John happened to talk with Eleanor at the mailbox and mentioned to her the letter was going to be mailed to her. Within a few days of that conversation the fence material was removed. The letter was mailed to Eleanor November 15, 2024.
3. Emergency Preparedness Plan – No updates.
4. Trees – No new discussion.

Next Board meeting is scheduled for February 6, 2025, at 6:00 pm via Zoom. We will use same Zoom meeting link and log in for future Board meetings. Members agreed to touch base via email early December and January to keep up on any HOA business.

Meeting adjourned.