

## **December 2, Woodfield Loop HOA Board Meeting Minutes**

**Present:** Sheryll Apte, President  
Warren Devine, Vice President  
Jen Boelts, Member at Large  
Juliana Alsbaugh, Secretary

**Absent:** Claudia Schaffner, Treasurer

**Homeowners present:** none

Sheryll called the meeting to order at 6:02pm

Juliana motioned to approve the October board meeting notes. Jen seconded all voted yes.

Board appointed the following for officers' positions:

Sheryll Apte, President  
Warren Devine, Vice President  
Claudia Schaffner, Treasurer  
Juliana Alsbaugh, Secretary  
Jen Boelts, Member at Large

All members present agreed on positions.

### **Treasurer's report:**

Claudia, Juliana and Sheryll went to the bank on got on as signers. All three can log into the accounts with their own passwords.

We have \$2141.54 in checking. \$5159.84 and \$10,320.49 in CD's and a money market that has \$2505.70.

Dues notices will go out in late December for payment due by January 31<sup>st</sup>. PayPal, direct pay from individual bank accounts and checks can be used. Dues will be \$288.00

### **Items completed since last meeting:**

Annual HOA meeting was held over zoom. Quorum was exceeded with a very good turnout from neighbors.

Warren consulted with the City of Olympia Forester and provided all the required information to obtain a permit waiver for the removal of the failing birch tree near the storm pond and mailboxes. Not having to pay for a map of existing trees or a permit for this tree on common area land saves the HOA a significant amount of money.

A mock orange shrub was purchased and planted near the south mailboxes as a memorial for John O'Conner. A stone and plaque will be added.

### **ACC requests**

Margie Hanson volunteered to be on the committee. Now it includes Becky Ritter, Donna Snow, Sheryll Apte and Margie. A committee chair will be appointed.

ACC will contact 2412 regarding filling out an application and completing the form for the roof they had replaced months ago.

Architectural Control Policy will be resumed with the new committee members and shared with the board for approval and then sent out to neighbors. It covers roofing, fences/gates, decorative garden edging/borders and trees.

Members met at 2516 to discuss boundaries for a fence. Noting that the front and back corners of the house are as far as the fence could go. The committee might see a request in the spring for a fence.

2525 has turned in an application for new paint.

### **Old Business**

A letter was mailed to 2300 regarding the dead tree in their front yard. No response was received. Another letter with a timeline will be sent.

### **New business**

Sheryll will contact Roger Dilworth to take down the diseased birch by the retention pond and also to look at the large stump that is hosting ivy at the south mailboxes.

Sheryll has a contact for a one- or two-man stone for the plaque for John O'Conner. Looking for a flat face that the plaque can be attached with screws or adhesive. Jen will get the price once the rock has been chosen. Warren will pick up the rock.

Juliana will work on removing the moss on the sidewalks in the entrances and along Hoffman. Will investigate different methods to kill or at least slow down the growth. Hoping to find one that is not toxic for pets and kids. Jen will post a question on the neighborhood FB page. Warren will email the city to see if they have any solutions.

Meeting adjourned 6:48pm

Next meeting February 3<sup>rd</sup>, 2026 6pm location to be determined