

**WoodLynne Homeowners Association
Board of Directors Meeting
October 12, 2023
Via Zoom
APPROVED**

BOARD MEMBERS PRESENT

Patty Kearns	President
Winston Wonsang	Vice President
Mike Brown	Treasurer
Kara Nickerson	Member at Large

BOARD MEMBERS ABSENT

Heather Walrath	Secretary
-----------------	-----------

OTHERS PRESENT

Ashley Gonzalez	Community Manager, Cardinal Management Group
-----------------	--

I. CALL TO ORDER/VERIFICATION OF QUORUM

Ms. Kearns called the meeting to order at 7:02 P.M., noting the presence of a quorum of directors.

II. APPROVAL OF THE AGENDA

MOTION: Ms. Kearns moved to approve the agenda, as written. Ms. Nickerson seconded. The motion carried unanimously.

III. COMMITTEE REPORTS

Architectural Review Committee (ARC):

This month's applications include two roof replacements, and a backyard refresh with a stoop and patio.

The community inspections have been mostly completed over the past few weeks. Surprisingly, there were few maintenance issues. In the spring, the committee will focus on handrails and trim. The most common issues the committee inspected were various modifications to the front turf.

There will also be an upcoming ARC quarterly meeting where flood lights, spotlights and cameras will be discussed.

Colony Park REC (Pool Committee):

Mr. Wonsang had nothing to report.

IV. COMMUNITY FORUM

A homeowner asked if residents are still able to use the tennis courts even though the pool is closed. The homeowner also raised a concern regarding a tree that may be compromised.

**WoodLynne Homeowners Association
Board of Directors Meeting
October 12, 2023
Via Zoom
APPROVED**

Another homeowner asked if turf seeding is to be completed this year. Management will check the contract and get back to the homeowner.

Another homeowner brought up broken limbs on trees along Cheshire Meadows Way that need to be removed. Management will check the status with the landscaping company.

V. **ADMINISTRATIVE**

There were no email votes to ratify.

a. **DRAFT MINUTES FROM PREVIOUS MEETING**

MOTION: Mr. Brown moved to approve the September board meeting minutes. Ms. Kearns seconded. The motion carried unanimously.

b. **REVIEW OF FINANCIALS**

Management reviewed the financials as of September 30, 2023. As of September 30, 2023, the assessment receivable amount was \$3,258.18. The association has a delinquency rate of 1%. There is positive members' equity of \$7,412.59.

At the closing of the month, the Association had total cash & investments of \$287,150.85, which includes \$20,413.22 in the Association operating accounts, \$221,737.63 in a Money Market account at Morgan Stanley, as well as various laddered CD's totaling \$45,000; representing total Replacement Reserves in the amount of \$266,767.63.

The main overage is in repairs and maintenance, which is mostly associated with additional tree work for damage from storms, as well as overages in trash removal costs.

c. **MANAGEMENT UPDATE**

Management went over the September Extra Charges and Action Item List/Project List.

VI. **CONTRACTS**

a. **CABOT/ROBERTS CONCRETE DAMAGE**

Following the new concrete installation, the area was vandalized. Gettier can re-pour the square at a cost of \$750, or skim coat the square at a cost of \$304. Gettier does not recommend the skim coat, as it is not a long-lasting solution.

The Board agreed to table a decision in order to obtain more information from Gettier.

**WoodLynne Homeowners Association
Board of Directors Meeting
October 12, 2023
Via Zoom
APPROVED**

VII. **MISCELLANEOUS**

a. **REVIEW OF COMMUNITY SURVEY RESULTS**

Ms. Kearns spoke briefly regarding the community survey. The survey has been closed, but the board will read through all the comments submitted. The major concern for homeowners is tree care and maintenance, followed by infrastructure improvements and landscaping maintenance.

VIII. **EXECUTIVE SESSION**

MOTION: Ms. Kearns moved to enter Executive Session at 7:39 P.M. to hold a hearing, as well as discuss legal matters, violations and collections. Mr. Brown seconded. The motion carried unanimously.

MOTION: Ms. Kearns moved to exit Executive Session at 9:00 P.M. and return to Open Session. Mr. Brown seconded. The motion carried unanimously.

The following motions were made:

MOTION: Mr. Wonsang moved to charge a one-time fee of \$50 in regards to homeowner #170-04. Mr. Brown seconded. The motion carried unanimously.

IX. **ADJOURNMENT**

MOTION: The board unanimously agreed to adjourn at 9:01 P.M.