

# 2024 Q1 WOODLYNNE ARC WORKING SESSION –MEETING MINUTES

Attendees: Brittany Daniels, Patty Kearns, Shane Sobers, Dirk Whitaker

**I. WELCOME & CALL TO ORDER THURSDAY JAN 25, 2024 705:PM SHANE SOBERS, 2<sup>ND</sup> BRITTANY DANIELS**

**II. ROLL CALL IN ATTENDANCE: BRITTANY, DIRK, SHANE, AND PATTY (BOARD LIASON)**

**III. APPROVAL OF MINUTES FROM LAST MEETING 7:07 SHANE SOBERS, 2<sup>ND</sup> DIRK WHITAKER**

**IV. RATIFICATION OF ELECTRONIC DECISIONS- AEM APPLIATIONS SINCE LAST MEETING 7:08 SHANE SOBERS, 2<sup>ND</sup> DIRK WHITAKER**

**V. HOMEOWNER FORUM 7:08 NO HOMEOWNERS PRESENT**

## **VI. OPEN ISSUES**

- a) Review AEM Turn Around Time. **7:09**
- b) Solicit for topics for Q2 meeting . **7:11 ARC Walk-through finalization**
- c) Architectural Review Committee charter **7:15 One committee seat open. Secretary Position is vacant**

## **VII. NEW BUSINESS**

- a) Spring Architectural walk-through **7:16** March 25th-April 14<sup>th</sup>. Letters sent out May 1<sup>st</sup>.
  - (1) Paint condition- overall
  - (2) Windows condition / color
  - (3) Railings/lighting/door hardware condition
  - (4) Fence condition
  - (5) Landscaping- Condition and presence of evergreen shrubs.
  - (6) Recently completed projects- verify as approved

**ADJOURNMENT 7:59 SHANE SOBERS, 2<sup>ND</sup> DIRK WHITAKER**

Minutes submitted by: Shane Sobers

Minutes approved by: ALL



**Location:** Virtual



**Date:** March 25, 2024



**Time:** 7:00 PM